

# SOLICITATION/CONTRACT

BIDDER/OFFEROR TO COMPLETE BLOCKS 11, 13, 15, 21, 22, & 27.

JT

1. THIS CONTRACT IS A RATED ORDER UNDER DFAS (101 FR 350)

RATING

PAGE 1 OF 21

DO SL

2 CONTRACT NO.

F33601-00-D-P001

3. AWARD/EFFECTIVE DATE

APR 18 2000

4 SOLICITATION NUMBER

F33601-99-R-9052

5 SOLICITATION TYPE

☐ SEALED BIDS

☒ NEGOTIATED

6 SOLICITATION

ISSUE DATE  
1999 NOV 10

ISSUED BY

CODE FY1294

DEPARTMENT OF THE AIR FORCE  
ASC/PKWT AREA C BLDG 1 RM 111  
1940 ALLBROOK DRIVE STE 3  
WRIGHT-PATTERSON AFB OH 45433-5309

BUYER: J. TRAYLOR/PKWTIS/1937/257-6721 ext. 4425 NO COLLECT CALLS

8. THIS ACQUISITION IS

- ☐ UNRESTRICTED  
☐ SET ASIDE 000% FOR  
☐ SMALL BUSINESS

- ☐ LABOR SURPLUS AREA CONCERNS  
☐ COMBINED SMALL BUSINESS & LABOR SURPLUS AREA CONCERNS  
☐ OTHER \*\*\*\*

SKZ 7379

SIZE STANDARD: \$18,000,000

9. SOLICITATION: SEALED OFFERS WILL BE RECEIVED AT THE ISSUING OFFICE UNTIL 04:00 PM ON 1999 DEC 17. LATE OFFERS ARE SUBJECT TO LATE PROPOSAL PROVISIONS INCORPORATED HEREIN. ALL OFFERS ARE SUBJECT TO SUCH PROVISIONS, REPRESENTATIONS, CERTIFICATIONS AND SPECIFICATIONS AS ARE ATTACHED OR INCORPORATED BY REFERENCE.

10. ITEMS TO BE PURCHASED (BRIEF DESCRIPTION)

☐ SUPPLIES ☐ SERVICES WRIGHT-PATTERSON AFB INFORMATION TECHNOLOGY SUPPORT (WITS)

11. IF OFFER IS ACCEPTED BY THE GOVERNMENT WITHIN

CALENDAR DAYS

(90 CALENDAR DAYS UNLESS OFFEROR INSERTS A DIFFERENT PERIOD) FROM THE DATE SET FORTH IN BLK 9 ABOVE, THE CONTRACTOR AGREES TO HOLD ITS OFFERED PRICES FIRM FOR THE ITEMS SOLICITED HEREIN AND TO ACCEPT ANY RESULTING CONTRACT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN

12 ADMINISTERED BY

CODE S2407A

DMC, BALTIMORE  
217 E. REDWOOD STREET, SUITE 1800  
BALTIMORE, MD 21202-5299

SCD: C

13 CONTRACTOR OFFEROR

CODE 024US

FACILITY  
CODE

RS Information Systems, Inc.  
1651 Old Meadow Road, 5th Floor  
McLean, VA 22102

DUNS 82-700-6867

☐ TELEPHONE NO (703) 734-7800

14 PAYMENT WILL BE MADE BY

CODE HQ0338

DFAS COLUMBUS CENTER  
DFAS-CO/SOUTH ENTITLEMENT OPERATIONS  
PO BOX 182264  
COLUMBUS, OH 43218-2264  
SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK.

15 PROMPT PAY DISCOUNT

16 AUTHORITY FOR USING OTHER THAN  
FULL AND OPEN COMPETITION

10 USC 2304

☐ (C) ( )

41 USC 253

☐ (C) ( )

17

ITEM NO

18

SCHEDULE OF SUPPLIES/SERVICES

19

QUANTITY

20

UNIT

21

UNIT PRICE

22

AMOUNT

SEE SCHEDULE

ENTER PRICES IN SECTION B  
USE TYPEWRITER OR BLACK INK

\*\*\*\* RESTRICTED UNDER THE PROVISIONS OF SECTION 8(b) OF THE SMALL BUSINESS ACT.

\* THE ACCEPTANCE PERIOD IN BLOCK 11 ABOVE IS HEREBY CHANGED FROM 60 TO 365 CALENDAR DAYS.

23 ACCOUNT NO AND APPROPRIATION DATA

SEE SECTION G

24. TOTAL AWARD AMOUNT (FOR GOVT USE ONLY)  
ESTIMATED NTE: \$75,000,000.00

CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY CONTINUATION SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.

☒

25 AWARD OF CONTRACT YOUR OFFER ON SOLICITATION NUMBER SHOWN IN BLOCK 4 INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS  
0001-0005

27 SIGNATURE OF OFFEROR/CONTRACTOR

NAME AND TITLE OF SIGNER (TYPE OR PRINT)  
Rodney P. Hunt, President & CEO

DATE SIGNED

12/15/99

28 UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)

NAME OF CONTRACTING OFFICER

CYNTHIA SCHWEIBOLD

DATE SIGNED

APR 18 2000

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

3601-99-R-9052 0001

11/17/99

6. ISSUED BY

CODE

FY1294

7. ADMINISTERED BY (If other than Item 6)

CODE

DEPARTMENT OF THE AIR FORCE  
 ASC/PKW1 AREA C BLDG 1 RM 111  
 1940 ALLBROOK DRIVE STE 3  
 WRIGHT-PATTERSON AFB OH 45433-5309

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

RS Information Systems, Inc.  
 1651 Old Meadow Road, 5th Floor  
 McLean, VA 22102

9A. AMENDMENT OF SOLICITATION NO.

X F33601-99-R-9052

9B. DATED (SEE ITEM 11)

11/10/99

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CODE

02405

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers.
☐ is extended.☒ is not extended.

Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning Orig + 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
 IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

☒ A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in permit office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

E. IMPORTANT:

Contractor

☐ is not.☐ is required to sign this document and return

expires to the issuing office

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

A. The purpose of this amendment is to make minor corrections to the RFP. Section J of the RFP, page 18, is changed as follows:

FROM:	TITLE	DATE	NR OF PAGES
FORM NR			
Appendix A	Statement of Objectives	2 JUL 99 (Draft)	4
Appendix B	Labor Category Descriptions	21 OCT 99 (Draft)	5
TO:			
Appendix A	Statement of Objectives	10 Nov 99	4
Appendix B	Labor Category Descriptions	10 Nov 99	5

B. Annotate all pages (4) of Appendix A and all pages (5) of Appendix B with the date "10 Nov 99".

C. All other terms and conditions remain the same.

Except as provided herein, all terms and conditions in the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

Rodney P. Hunt, President &amp; CEO

15A. NAME AND TITLE OF SIGNER (Type or print)

15B. CONTRACT/ORDER NO.

15C. DATE SIGNED

15B. UNITED STATES OF AMERICA

15C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

Y5N 7540-01-152-9070

Created using Perform Pro software.

STANDARD FORM 30 REV. 10-331  
 Prescribed by GSA  
 FAR 15B CPRI 52.243

PREVIOUS EDITION UNUSABLE

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		F. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. F33601-99-R-9052 CXX02		3. EFFECTIVE DATE 11/24/99		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY DEPARTMENT OF THE AIR FORCE ASC/PKW/ AREA C BLDG 1 RM 111 1940 ALLBROOK DRIVE STE 3 WRIGHT PATTERSON AFB OH 45433 5309		CODE FY1294		5. PROJECT NO. (if applicable)	
		7. ADMINISTERED BY (if other than item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
RS Information Systems, Inc. 1651 Old Meadow Road, 5th Floor McLean, VA 22102		F33601-99-R-9052		11/10/99	
		10A. MODIFICATION OF CONTRACT/ORDER NO.		10B. DATED (SEE ITEM 13)	
CODE 02405		FACILITY CODE			

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of offers

☐ is extended.

☒ is not extended

Offer your acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning Orig + 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by return of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (if required)

## 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.

IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

14. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.

3. THIS ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.102(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

E. IMPORTANT:

Contractor

☐ is not.

☐ is required to sign this document and return

copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE ATTACHED PAGES

For all as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15. NAME AND TITLE OF SIGNER (Type or print) Rodney P. Hunt, President & CEO		16A. NAME AND TITLE OF SIGNER (Type or print)	
15B. CONTRACT/ORDER NO. <i>Rodney P. Hunt</i>		16B. UNITED STATES OF AMERICA BY	
15C. DATE SIGNED 12/15/99		16C. DATE SIGNED	
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

481 7540 04-152-9070

19-10000000000000000000

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STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

Page 2 of 2  
AMENDMENT/MODIFICATION F33601-99-R9052

- A. AS A RESULT OF QUESTION SUBMITTED BY POTENTIAL OFFERORS THE FOLLOWING CHANGES ARE MADE TO F33601-99-R9052.
- B. RFP PAGE 18 OF 21 IS HEREBY REPLACED WITH THE REVISED PAGE 18 OF 21 TO INCORPORATE CHANGES TO SECTION J, LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS.
- C. REPLACE APPENDIX A, STATEMENT OF OBJECTIVES DATED 10 NOV 99, 4 PAGES, WITH THE ATTACHED STATEMENT OF OBJECTIVES DATED 24 NOV 99, 4 PAGES.
- D. REPLACE APPENDIX B, SKILL CATEGORY DESCRIPTIONS AND QUALIFICATIONS DATED 10 NOV 99, 5 PAGES, WITH THE ATTACHED SKILL CATEGORY DESCRIPTIONS AND QUALIFICATIONS DATED 24 NOV 99, 5 PAGES.
- E. DUE TO AN ADDITION OF A NEW LABOR CATEGORY AND REDISTRIBUTION OF LABOR HOURS; THE CLARIFICATION ON SERVICE CONTRACT ACT APPLICABILITY TO THE LABOR CATEGORIES; CHANGES/EXPANDED INFORMATION ON TABLE L-2; AND OTHER MISCELLANEOUS CHANGES, THE FOLLOWING REPLACEMENT PAGES ARE PROVIDED FOR ALL SECTION L TABLES: TABLE L-1 (1 PAGE), TABLE L-2 (1 PAGE), TABLE L-3 (5 PAGES), TABLE L-4 (1 PAGE), TABLE L-5 (1 PAGE), TABLE L-6 (1 PAGE).
- F. THE FOLLOWING PEN AND INK CHANGES SHOULD BE MADE:
  - (1) Section L, 4.2, Subfactor 2, change first bullet to from "Submit your corporate network administration plans and processes employed to accomplish system administration" to read "Submit your network administration plans and processes employed to accomplish system administration".
  - (2) Section L, 5.0 q (1), change the following sentence from "If more than one contractor rate period will be used to satisfy the requirements of a single contract rate period (01 October to 30 September). ." to read "If more than one contractor rate period will be used to satisfy the requirements of a single contract rate period (date of award plus 364 days). ."
  - (3) Section L, 2.2.a, delete the following sentence "The attachments identified in the table should be separately bound in three-ring, loose-leaf binders."
- G. THE DATE AND TIME FOR RECEIPT OF PROPOSALS REMAINS UNCHANGED.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 1 2
2. AMENDMENT/MODIFICATION NO. F33601-99-R-9052-0003	3. EFFECTIVE DATE 12/06/99	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY DEPARTMENT OF THE AIR FORCE ASC/PKWT AREA C BLDG 1 RM 111 1940 ALLBROOK DRIVE STE 3 WRIGHT-PATTERSON AFB OH 45433-5309	CODE FY1294	7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  RS Information Systems, Inc. 1651 Old Meadow Road, 5th Floor McLean, VA 22102			9A. AMENDMENT OF SOLICITATION NO. <input checked="" type="checkbox"/> F33601-99-R-9052 9B. DATED (SEE ITEM 11) 12/10/99 10A. MODIFICATION OF CONTRACT/ORDER NO. 10B. DATED (SEE ITEM 11)	
CODE 02405	FACILITY CODE			

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers is amended. ☐ is amended. ☒ is not extended.

Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and resubmitting Orig + 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO US RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

## 12. Accounting and Appropriation Data (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

13A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

13B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in agency office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(a).

13C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

13D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitations/contract subject matter where feasible.)

SEE ATTACHED PAGES

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Rodney P. Hunt, President & CEO		16A. NAME AND TITLE OF SIGNER (Type or print)	
15B. CONTRACT/ORDER NO. Rodney P. Hunt	15C. DATE SIGNED 12/15/99	16B. UNITED STATES OF AMERICA BY	16C. DATE SIGNED
Signature of person authorized to sign		Signature of Contracting Officer	

NSN 7540-01-152-9070  
PREVIOUS EDITION UNUSABLE

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STANDARD FORM 20 (REV. 10-80)  
Prescribed by GSA  
FAR 48 CFR 53.202

- A. AS A RESULT OF QUESTION SUBMITTED BY POTENTIAL OFFERORS THE FOLLOWING CHANGES ARE MADE TO F33601-99-R9052.
- B. REPLACE APPENDIX A, STATEMENT OF OBJECTIVES DATED 24 NOV 99, 4 PAGES, WITH THE ATTACHED STATEMENT OF OBJECTIVES DATED 06 DEC 99, 4 PAGES, TO CORRECT THE URL REFERENCE IN PARA 2.0.
- C. REPLACE SECTION L, TABLE L-2 (AMEND 02) (1 PAGE) WITH SECTION L, TABLE L-2 (AMEND 03) (1 PAGE). THIS CORRECTS AND INCREASES ROMAC RATES FOR TWO LABOR CATEGORIES, PROGRAMMER/ANALYST AND JUNIOR LEVEL PROGRAMMER, ERRONEOUSLY LOWERED IN AMEND 02.
- D. REPLACE SECTION L, PAGE 23 OF 23, ATTACHMENT 3, CROSS REFERENCE MATRIX (1 PAGE) WITH THE VERSION ATTACHED. THIS CHANGE IS NECESSARY TO ADD AND/OR CORRECT "SOO REF" PARAGRAPHS 8a THROUGH 8e.
- E. THE FOLLOWING PEN AND INK CHANGES SHOULD BE MADE:
  - (1) Section J, RFP page 18 of 21, change Appendix A, Statement of Objectives date, from "10 Nov 99" to "06 Dec 99".
  - (2) Section L, 2.2.c, change the following sentence from "Proposal files shall be in a format that is usable with Microsoft (MS) Word 6.0, MS Excel 7.0, and MS Power Point 4.0." to "Proposal files shall be in a format that is usable with Microsoft (MS) Office 97."
  - (3) Section M, 2.0, Subfactor 2.1.1, change last bullet, last sentence from "Proposal should provide for a sufficient number of skilled employees to assume responsibility of all CSOW requirements initially and during the transition period." to read "Proposal should provide for a sufficient number of skilled employees to assume responsibility of all CSOW requirements initially and during the transition."
- F. THE DATE AND TIME FOR RECEIPT OF PROPOSALS REMAINS UNCHANGED.

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO. J3601-99-R-9052 0004	3. EFFECTIVE DATE 12/13/99	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY DEPARTMENT OF THE AIR FORCE ASC/PKWI AREA C BLDG 1 RM 111 1940 ALLBROOK DRIVE STE 3 WRIGHT-PATTERSON AFB OH 45433-5309	7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

RS Information Systems, Inc.  
1651 Old Meadow Road, 5th Floor  
McLean, VA 22102

9A. AMENDMENT OF SOLICITATION NO.

X E33601-99-R-9052

9B. DATED (SEE ITEM 11)

11/10/99

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CODE 074U5

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers
☐ is extended.☒ is not extended.

Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning

Orig + 1

copies of the amendment (b) By acknowledging receipt of this amendment on each copy of the offer

submitted or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the foregoing hour and date specified.

## 12. Accounting and Appropriation Data (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(a) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(h)

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

## E. IMPORTANT:

Contractor ☐ is not.☐ is required to sign this document and return

copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

A. Section L, Table L-5, correct the calculation formulas that are in Cells D27, D45, D63, D81, and D99 as follows:

FROM: Cell D27 = sum(D12:D25) Cell D45 = sum(D30:D43) Cell D63 = sum(D48:D61) Cell D81 = sum(D66:D79) Cell D99 = sum(D84:D97)  
TO: = sum(D11:D25) = sum(D29:D43) = sum(D47:D61) = sum(D65:D79) = sum(D83:D97)

B. The date and time for receipt of proposals remains unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as hereinafter changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

Rodney P. Hunt, President &amp; CEO

16A. NAME AND TITLE OF SIGNER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

12/15/99

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

BY

Signature of person authorized to sign

Signature of Contracting Officer

NSN 7540 01 152-9079

Created using ProForm Pro software.

STANDARD FORM 30 (REV. 10-83)

Prescribed by GSA  
FAR 101.011 53.203.

**PART I - THE SCHEDULE**  
**SECTION B**  
**SUPPLIES OR SERVICE AND PRICES/COSTS**

<u>Item No.</u>	<u>Supplies/Services</u>	<u>Est Qty</u>	<u>Unit</u>	<u>Est Ceiling Total Price</u>
0001	Non-personal services to perform taskings associated with WPAFB Information Technology Support (WITS) services on a labor hour basis (see Appendix D for labor rates). IAW CSOW dated 17 Dec 99	1	LOT	\$ <u>58.25M</u>
0002	Non-personal services to perform taskings associated with WPAFB Information Technology Support (WITS) services on a firm fixed price basis (see Appendix C for labor rates). (Same rates as used for CLIN 0001). IAW CSOW dated 17 Dec 99	1	LOT	\$ <u>1.25M</u>
0003	Other Direct Costs As required in the performance of CLIN 0001 and as more specifically defined in individual task orders. To include incidental training, supplies, hardware, software, maintenance. IAW CSOW dated 17 Dec 99	1	LOT	\$ <u>3M</u>
NOTE: Materials, hardware, software, maintenance, training shall be reimbursed at current published price, less any applicable discounts provided that, in no event shall the price be in excess of contractor's price to its most favored customer. Applicable handling charges at actual rates incurred, but not exceeding the rates shown in clause H-568 will be allowed.				
0004	Travel Costs Incurred incidental to travel, per diem, lodging, and vehicle rental required in performance of CLIN 0001 and in accordance with the Joint Travel Regulation (JTR). Handling and G&A in accordance with clause H-568. IAW CSOW dated 17 Dec 99	1	LOT	\$ <u>2.5M</u>
0005	Data In accordance with Exhibit 1, Contract Data Requirements List (CDRL), DD Form 1423, as required on individual task orders	1	LOT	NSF*

**Section B - Additional Notices**

**INDEFINITE DELIVERY/INDEFINITE QUANTITY (IDIQ) ORDERING**

a. In accordance with FAR 52.216-22 in Section I, INDEFINITE QUANTITY, the Government shall order any combination of the CLINs listed in Section B totaling a minimum of \$50,000.00 per contract. The total amount of all orders during the period of the contract shall not exceed a maximum of \$75,000,000.00. In accordance with FAR 52.216-18, ORDERING, task orders for this contract may be issued only by the contracting agency shown in Block 7, Page 1 (SF 1447).

b. In addition to this contract, contract F33601-00-DP002, has also been awarded in support of the WITS program. The Government makes no guarantee that orders placed under these contracts will be of equal dollar value. The total combined amount of all orders placed against this and contract F33601-00-DP002 will not exceed \$75,000,000.00.



## B-1. CLAUSES AND PROVISIONS

(a) Clauses and provisions from the Federal Acquisition Regulation (FAR) and supplements thereto are incorporated in this document by reference and in full text. Those incorporated by reference have the same force and effect as if they were given in full text.

(b) Clauses and provisions in this document will be numbered in sequence, but will not necessarily appear in consecutive order.

(c) Sections K, L and M will be physically removed from any resultant award, but will be deemed to be incorporated, by reference, in that award.

B-4-3 5352.232-9001 IMPLEMENTATION OF LIMITATION OF FUNDS (AFMC) JUL 1997  
(IAW AFMCFARS 5332.705-2(c))

PART I - THE SCHEDULE  
SECTION C  
DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

REFER TO SECTION J.

C-205 252.211-7005 SUBSTITUTIONS FOR MILITARY OR FEDERAL MAR 1999  
SPECIFICATIONS AND STANDARDS  
(IAW DFARS 211.273-4)

(d) (Offeror insert information for each SPI process)

SPI Process: N/A

Facility: \_\_\_\_\_

Military or Federal Specification or Standard: \_\_\_\_\_

Attached Contract Line Item Number, Subline Item Number, Component, or Element: \_\_\_\_\_

C 551 INCORPORATION OF REFERENCE DOCUMENTS

All specifications, exhibits, drawings or other documents which are referred to in this contract, whether or not attached, are incorporated herein by reference.

PART I - THE SCHEDULE  
SECTION E  
INSPECTION AND ACCEPTANCE

E-5. 52.246-4 INSPECTION OF SERVICES—FIXED-PRICE AUG 1998  
(IAW FAR 46.304)

E-7. 52.246-6 INSPECTION—TIME-AND-MATERIAL AND LABOR-HOUR JAN 1996  
(IAW FAR 46.306)  
INSPECTION AND ACCEPTANCE

Inspection and acceptance shall be accomplished as specified on each individual delivery order.

The Contracting Officer's Technical Representative (COTR) specified in the individual delivery order is hereby designated as the point of final inspection and acceptance by the Government for all services furnished under any resulting delivery order. The Contractor will submit a DD Form 250, including all backup data, to the appropriate COTR for review and signature. When the COTR receives an accurate and complete DD Form 250, he/she will return a signed copy to the Contractor Delivery Order Leader within seven (7) days. If the DD Form 250 is incomplete or inaccurate the COTR will return the unsigned DD Form 250 to the Contractor Delivery Order Leader for correction. In the absence of the COTR, an alternate COTR shall assume this responsibility. In the absence of the COTR and alternate COTR, the Contractor shall consult the Government Site Manager for direction. Final payment for each delivery order will be accomplished by a final DD Form 250.

E-35. **DD FORM 1423 DATA INSPECTION AND ACCEPTANCE**  
(IAW FAR 46.401(b) and 46.503)

The Inspection and Acceptance for Data items are as shown on DD Form 1423 attached hereto.

**PART I - THE SCHEDULE  
SECTION F  
DELIVERIES OR PERFORMANCE**

F-12. **PERIOD OF PERFORMANCE**  
(IAW FAR 11.401(a))

Performance under this contract shall be from AWARD thru END OF YEAR FIVE (5)

F-13. **PLACE OF PERFORMANCE**  
(IAW FAR 11.401(a))

Services under this contract are required to be performed at the following location(s): AS DESIGNATED ON INDIVIDUAL DELIVERY ORDERS FOR THE HOST AND TENANT ORGANIZATIONS AT WPAFB AND ASSOCIATED REMOTE SITES.

F-26. **52.242-15 STOP-WORK ORDER**  
(IAW FAR 42.1305(b)(1))

AUG 1989

**PART I - THE SCHEDULE  
SECTION G  
CONTRACT ADMINISTRATION DATA**

G-1. **ACCOUNTING AND APPROPRIATION DATA**

TO BE CITED ON INDIVIDUAL ORDERS.

For the purposes of this contract, the contractor is hereby authorized to use certified invoices in lieu of a separate invoicing report. The contractor shall submit invoices to 88 CG/SCXP, ATTN: 780 BLDG 676, AREA B, WRIGHT-PATTERSON AFB, OH 45433-6706 for certification. Upon completion of the certification process, the certifying official shall forward 2 copy(ies) of the certified invoice to the designated payment office and 1 copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures:

**Certificate of Services** - The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Items 0001, 0002, 0003, and 0004. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described hereon have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(COTR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit

Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-And-Materials and Labor-Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract.

G-310, 5352.232-9000 REMITTANCE ADDRESS  
(IAW AFFARS 5332.908)

MAY 1996

If the remittance address is different from the mailing address, enter the remittance address below. Failure to provide this information may impact payment.

G-445, 5352.237-9002 CONTRACT HOLIDAYS (AFMC)  
(IAW AFMCFARS 5337.110-90(c))

JUL 1997

(a) The prices/costs in Section B of the contract include holiday observances; accordingly, the Government will not be billed for such holidays, except when services are required by the Government and are actually performed on a holiday. Holidays in addition to those reflected in this contract, which are designated by the Government, will be billable provided the assigned Contractor employee was available for performance and was precluded from such performance.

(b) The following days are contract holidays: All Federal Holidays

#### PART I - THE SCHEDULE SECTION H SPECIAL CONTRACT REQUIREMENTS

H-91, WAGE DETERMINATION  
(IAW FAR 22.1012-1)

Service Contract Act Wage Determination Nr 94-2419 REV(14), dated 27 MAY 1999, is attached hereto and made a part hereof.

H-526 OPTION TO EXTEND SERVICES  
(PKW 96-108)

The Contracting Officer may provide written notice to the contractor extending the period of performance of the contract for an aggregate period not to exceed 6 months in accordance with contract clause I-194, Option to Extend Services, no less than 14 calendar days prior to the expiration of the contract. The contract extension shall be at the rates specified in the contract schedule for the period of performance immediately preceding the extension, adjusted only as allowed by I-194.

H-568 MATERIAL AND SUBCONTRACTED SERVICES HANDLING CHARGES

PART II - CONTRACT CLAUSES  
SECTION I  
CONTRACT CLAUSES

FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE  
(IAW FAR 52.107(b))

FE3 1998

The full text of a clause may be accessed electronically at this/these address(es): Regulations DfARS: (Click on the appropriate regulation.)

<http://farsite.hill.af.mil/reghtml/far/far1toc.htm>

<http://farsite.hill.af.mil/reghtml/dfars/dfar1toc.htm>

<http://farsite.hill.af.mil/reghtml/affars/affar1toc.htm>

<http://farsite.hill.af.mil/reghtml/afmcfars/afmc1toc.htm>

NOTE: After selecting the appropriate regulation above, at the "Table of Contents" page, conduct a search for the desired regulation reference using your browser's FIND function. When located, click on the regulation reference (hyperlink).

NO.	FAR PARA	CLAUSE TITLE	DATE
I-11.	52.202-1	DEFINITIONS (IAW FAR 2.201)	OCT 1995
I-19.	52.203-3	GRATUITIES (IAW FAR 3.202)	APR 1984
I-20.	52.203-5	COVENANT AGAINST CONTINGENT FEES (IAW FAR 3.404)	APR 1984
I-21	52.203-6	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT (IAW FAR 3.503-2)	JUL 1995
I-22.	52.203-7	ANTI-KICKBACK PROCEDURES (IAW FAR 3.502-3)	JUL 1995
I-23.	52.203-8	CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY (IAW FAR 3.104-9(a))	JAN 1997
I-25.	52.203-10	PRICE OR FEE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY (IAW FAR 3.104-9(b))	JAN 1997
I-25C.	52.203-12	LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (IAW FAR 3.805(b))	JUN 1997
I-27.	52.204-2	SECURITY REQUIREMENTS (IAW FAR 4.404(a))	AUG 1996
I-39.	52.204-4	PRINTING/COPYING DOUBLE-SIDED ON RECYCLED PAPER (IAW FAR 4.304)	JUN 1996
I-78.	52.209-5	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (IAW FAR 9.405(b))	JUL 1995
I-102.	52.211-15	DEFENSE PRIORITY AND ALLOCATION REQUIREMENTS (IAW FAR 11.604(b))	SEP 1990
I-128.	52.215-2	AUDIT AND RECORDS-NEGOTIATION (IAW FAR 15.209(b)(1))	JUN 1999
I-129G.	52.215-8	ORDER OF PRECEDENCE-UNIFORM CONTRACT FORMAT (IAW FAR 15.209(b))	OCT 1997
I-134C.	52.215-11	PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA-MODIFICATIONS (IAW FAR 15.408(c))	OCT 1997

I-136C.	52.215-13	SUBCONTRACTOR COST OR PRICING DATA- MODIFICATIONS (IAW FAR 15.408(e))	OCT 1997
I-139C.	52.215-15	PENSION ADJUSTMENTS AND ASSET REVERSIONS (IAW FAR 15.408(g))	DEC 1998
I-146C.	52.215-18	REVERSION OR ADJUSTMENT OF PLANS FOR POSTRETIREMENT BENEFITS (PRB) OTHER THAN PENSIONS (IAW FAR 15.408(j))	OCT 1997
I-153.	52.216-7	ALLOWABLE COST AND PAYMENT (IAW FAR 16.307(a)(1))	AUG 1998
I-170.	52.216-18	ORDERING (IAW FAR 16.506(a))	OCT 1995

For the purposes of this clause the blank(s) is/are completed as follows:

(a) issued from AWARD through END OF YEAR FIVE (5).

**NOTE: ORDERING NOTICE**

**ONLY ASC/PKW/ IS AUTHORIZED TO PLACE ORDERS AGAINST THIS CONTRACT. THE CONTRACTOR SHALL NOT ACCEPT AN ORDER FROM OTHER THAN THOSE AUTHORIZED HEREBY.**

I-171.	52.216-19	ORDER LIMITATIONS (IAW FAR 16.506(b))	OCT 1995
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For the purposes of this clause the blank(s) is/are completed as follows:

(a) \$1,000.00

(b)(1) \$75,000,000.00

(b)(2) \$75,000,000.00

(b)(3) 7 DAYS

(d) 7 DAYS

I-178.	52.218-22	INDEFINITE QUANTITY (IAW FAR 16.506(e))	OCT 1995
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For the purposes of this clause the blank(s) is/are completed as follows:

(d) Contractor shall not be required to make any deliveries under this contract after 180 DAYS AFTER EXPIRATION OF CONTRACT.

I-194.	52.217-8	OPTION TO EXTEND SERVICES (IAW FAR 17.203(f))	AUG 1999
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I-210.	52.219-4	NOTICE OF PRICE EVALUATION PREFERENCE FOR HUBZone SMALL BUSINESS CONCERNS (IAW FAR 19.1008(b))	JAN 1999
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(c) Waiver of evaluation preference.

[ ] Offeror elects to waive the evaluation preference.

I-214.	52.219-8	UTILIZATION OF SMALL BUSINESS CONCERNS (IAW FAR 19.708(a))	OCT 1999
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I-221.	52.219-14	LIMITATIONS ON SUBCONTRACTING (IAW FAR 19.508(a), 19.811-3(c), and 19.1008 (c)(3))	DEC 1996
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I-225.	52.219-18	NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(a) CONCERNS (IAW FAR 19.811-3(d))	JUN 1999
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For the purposes of this clause the blank(s) are completed as follows:

(a) (1) SIC code 7379

(d) (2) The Offeror will notify the ASC/PKW/ Contracting Officer IN WRITING

I-245.	52.222-1	NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (IAW FAR 22.103-5(a))	FEB 1997
I-246.	52.222-2	PAYMENT FOR OVERTIME PREMIUMS (IAW FAR 22.103-5(b))	JUL 1997

For the purposes of this clause the blank(s) is/are completed as follows:

(a) does not exceed ZERO.

I-247.	52.222-3	<b>CONVICT LABOR</b> (IAW FAR 22.202)	AUG 1996
I-263E.	52.222-21	<b>PROHIBITION OF SEGREGATED FACILITIES</b> (IAW FAR 22.810(a)(1))	FEB 1999
I-264.	52.222-26	<b>EQUAL OPPORTUNITY</b> (IAW FAR 22.810(a))	FEB 1999
I-274.	52.222-35	<b>AFFIRMATIVE ACTION FOR DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA</b> (IAW FAR 22.1308(a)(1), and DFARS 222.1308(a)(1))	APR 1998
I-276.	52.222-36	<b>AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES</b> (IAW FAR 22.1408(a))	JUN 1998
I-278.	52.222-37	<b>EMPLOYMENT REPORTS ON DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA</b> (IAW FAR 22.1308(b))	JAN 1999
I-283.	52.222-41	<b>SERVICE CONTRACT ACT OF 1965, AS AMENDED</b> (IAW FAR 22.1006(a))	MAY 1989
I-284.	52.222-42	<b>STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES</b> (IAW FAR 22.1006(b))	MAY 1989

For the purposes of this clause the blank(s) is/are completed as follows:

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

**THIS STATEMENT IS FOR INFORMATION ONLY:  
IT IS NOT A WAGE DETERMINATION**

EMPLOYEE CLASS	RATE
Computer Specialist	\$25.78 PH
Computer Specialist (Programmer Analyst)	\$21.68 PH
Computer Specialist (Programmer Analyst)	\$21.68 PH
Computer Engineer	\$21.68 PH
Computer Engineer	\$21.68 PH
Computer Specialist	\$18.09 PH
Computer Assistant	\$13.53 PH
Computer Assistant	\$12.22 PH
Computer Specialist	\$21.68 PH
Computer Assistant	\$12.22 PH
Computer Assistant	\$11.00 PH
Computer Operator	\$14.95 PH
Telecommunications Technical	\$9.86 PH
Computer Assistant	\$9.86 PH

I-285.	52.222-43	FAIR LABOR STANDARDS ACT AND SERVICE CONTRACT ACT--PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS) (IAW FAR 22.1006(c)(1))	MAY 1989
I-292.	52.223-2	CLEAN AIR AND WATER (IAW FAR 23.105(b))	APR 1984
I-294.	52.223-5	POLLUTION PREVENTION AND RIGHT-TO-KNOW INFORMATION (IAW FAR 23.1005)	APR 1988
I-295.	52.223-6	DRUG-FREE WORKPLACE (IAW FAR 23.505)	JAN 1997
I-297E.	52.223-14	TOXIC CHEMICAL RELEASE REPORTING (IAW FAR 23.907(b))	OCT 1988
I-312.	52.225-11	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES (IAW FAR 25.702)	AUG 1988
I-315.	52.227-1	AUTHORIZATION AND CONSENT (IAW FAR 27.201-2(a))	JUL 1995
I-317.	52.227-2	NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENTS (IAW FAR 27.202-2)	AUG 1996
I-326.	52.227-10	FILING OF PATENT APPLICATIONS--CLASSIFIED SUBJECT MATTER (IAW FAR 27.207-2)	APR 1984
I-337.	52.228-6	INSURANCE--WORK ON A GOVERNMENT INSTALLATION (IAW FAR 28.310)	JAN 1997
I-389.	52.232-7	PAYMENTS UNDER TIME-AND-MATERIALS AND LABOR-HOUR CONTRACTS (IAW FAR 32.111(b))	FEB 1997
	<u>AR</u>		
I-383.	52.232-1	PAYMENTS (IAW FAR 32.111(a)(1))	APR 1984
I-392.	52.232-9	LIMITATION ON WITHHOLDING OF PAYMENTS (IAW FAR 32.111(c)(2))	APR 1984
I-403.	52.232-17	INTEREST (IAW FAR 32.617(a), and 32.617(b))	JUN 1996
I-404.	52.232-18	AVAILABILITY OF FUNDS (IAW FAR 32.705-1(a))	APR 1984
I-405.	52.232-20	LIMITATION OF COST (IAW FAR 32.705-2(a))	APR 1984
	(1) 30 days; 85%		
I-408.	52.232-22	LIMITATION OF FUNDS (IAW FAR 32.705-2(c))	APR 1984
	(c) 30 days; 85%		
	(d) 30 days		
I-409.	52.232-23	ASSIGNMENT OF CLAIMS (IAW FAR 32.806(a)(1))	JAN 1986
I-412.	52.232-25	PROMPT PAYMENT (IAW FAR 32.908(c))	JUN 1997
For the purposes of this clause the blank(s) are completed as follows:			
(a)(5)(i) <u>14th</u>			
(b)(1) <u>30th</u>			
I-416F.	52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER--CENTRAL CONTRACTOR REGISTRATION (IAW FAR 32.111D(a)(1))	MAY 1999
I-417.	52.233-1	DISPUTES (IAW FAR 33.215)	DEC 1984
I-419.	52.233-3	PROTEST AFTER AWARD	AUG 1996

I-420.	52.233-3	(IAW FAR 33.106(b)) <b>PROTEST AFTER AWARD -- ALTERNATE I</b> (IAW FAR 33.106(b))	JUN 1985
I-478.	52.237-2	<b>PROTECTION OF GOVERNMENT BUILDINGS, EQUIPMENT, AND VEGETATION</b> (IAW FAR 37.110(b))	APR 1984
I-479.	52.237-3	<b>CONTINUITY OF SERVICES</b> (IAW FAR 37.110(c))	JAN 1991
I-531.	52.242-3	<b>PENALTIES FOR UNALLOWABLE COSTS</b> (IAW FAR 42.709-6)	OCT 1995
I-532.	52.242-4	<b>CERTIFICATION OF FINAL INDIRECT COSTS</b> (IAW FAR 42.703-2(f))	JAN 1997
(c)	The certificate of final indirect costs shall read as follows:		

#### CERTIFICATE OF FINAL INDIRECT COSTS

This is to certify that I have reviewed this proposal to establish final indirect cost rates and to the best of my knowledge and belief:

1. All costs included in this proposal, F33601-99-R-9052, 12/17/99 to establish final indirect costs rates for (June 2000 through June 2005) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) and its supplements applicable to the contracts to which the final indirect cost rates will apply; and
2. This proposal does not include any costs which are expressly unallowable under applicable cost principles of the FAR or its supplements.

Firm: RS Information Systems, Inc.

Signature: W. Scott Ames

Name of Certifying Official: W. Scott Ames

Title: Executive Vice President

Date of Execution: 12/16/1999

I-541.	52.242-13	<b>BANKRUPTCY</b> (IAW FAR 42.903)	JUL 1995
I-546.	52.243-1	<b>CHANGES--FIXED-PRICE</b> (IAW FAR 43.205(a)(1))	AUG 1987
I-547.	52.243-1	<b>CHANGES--FIXED-PRICE--ALTERNATE I</b> (IAW FAR 43.205(a)(3))	AUG 1987
I-558.	52.243-3	<b>CHANGES--TIME-AND-MATERIALS OR LABOR-HOURS</b> (IAW FAR 43.205(c))	AUG 1987
I-574.	52.244-6	<b>SUBCONTRACTS FOR COMMERCIAL ITEMS AND COMMERCIAL COMPONENTS</b> (IAW FAR 44.403)	OCT 1996
I-590.	52.245-9	<b>USE AND CHARGES (DEVIATION)</b> (IAW FAR 45.106(h), 45.202-1, 45.205(c), 45.302-6(c), 45.303(a)&(b), 45.407(d), and DDP Memo dated 30 Aug 99, DAR Tracking #99-00011)	APR 1984
I-623.	52.246-20	<b>WARRANTY OF SERVICES</b> (IAW FAR 46.710(d))	APR 1984
For the purposes of this clause the blank(s) are completed as follows:			
(b) <u>WITHIN 30 DAYS.</u>			
I-630.	52.246-25	<b>LIMITATION OF LIABILITY--SERVICES</b> (IAW FAR 46.805)	FEB 1997
I-671.	52.248-1	<b>VALUE ENGINEERING (DEVIATION)</b> (IAW FAR 48.201(b), and DDP Memo dated 10 Jun 99, DAR Tracking #99-00006)	MAR 1988
I-692.	52.248-6	<b>TERMINATION (COST-REIMBURSEMENT)</b> (IAW FAR 49.503(a)(1))	SEP 1996



I-696.	52.249-6	TERMINATION (COST-REIMBURSEMENT) - ALTERNATE IV (IAW FAR 49.503(a)(4))	SEP 1996
I-899.	52.249-8	DEFAULT (FIXED-PRICE SUPPLY AND SERVICE) (IAW FAR 49.504(a)(1))	APR 1984
I-710.	52.249-14	EXCUSABLE DELAYS (IAW FAR 49.506(d))	APR 1984
I-733.	52.252-6	AUTHORIZED DEVIATIONS IN CLAUSES (IAW FAR 52.107(f))	APR 1984
For the purposes of this clause the blank(s) is/are completed as follows:			
(b) <u>Defense Federal Acquisition Regulation Supplement</u> (48 CFR Chapter 2)			
I-750.	52.253-1	COMPUTER GENERATED FORMS (IAW FAR 53.111)	JAN 1991
IA-10.	252.201-7000	CONTRACTING OFFICER'S REPRESENTATIVE (IAW DFARS 201.602-70)	DEC 1991
IA-22.	252.203-7001	PROHIBITION ON PERSONS CONVICTED OF FRAUD OR OTHER DEFENSE-CONTRACT-RELATED FELONIES (IAW DFARS 203.570-5)	MAR 1999
IA-24.	252.203-7002	DISPLAY OF DOD HOTLINE POSTER (IAW DFARS 203.7002)	DEC 1991
IA-31.	252.204-7000	DISCLOSURE OF INFORMATION (IAW DFARS 204.404-70(a))	DEC 1991
IA-33.	252.204-7003	CONTROL OF GOVERNMENT PERSONNEL WORK PRODUCT (IAW DFARS 204.404-70(b))	APR 1992
IA-34.	252.204-7004	REQUIRED CENTRAL CONTRACTOR REGISTRATION (IAW DFARS 204.7304)	MAR 1998
(Not applicable to awards with foreign vendors and foreign performance)			
IA-35C	252.204-7005	ORAL ATTESTATION OF SECURITY REQUIREMENTS (IAW DFARS 204.404-70(c))	AUG 1999
IA-40.	252.205-7000	PROVISION OF INFORMATION TO COOPERATIVE AGREEMENT HOLDERS (IAW DFARS 205.470-2)	DEC 1991
IA-90.	252.209-7000	ACQUISITION FROM SUBCONTRACTORS SUBJECT TO ON-SITE INSPECTION UNDER THE INTERMEDIATE-RANGE NUCLEAR FORCES (INF) TREATY (IAW DFARS 209.103-70)	NOV 1996
IA-92.	252.209-7004	SUBCONTRACTING WITH FIRMS THAT ARE OWNED OR CONTROLLED BY THE GOVERNMENT OF A TERRORIST COUNTRY (IAW DFARS 209.409)	MAR 1998
IA-152.	252.215-7000	PRICING ADJUSTMENTS (IAW DFARS 215.408(1))	DEC 1991
IA-243F.	252.219-7009	SECTION 8(a) DIRECT AWARD (IAW DFARS 219.811-3(1))	JUN 1998
For the purposes of this clause the blank(s) is/are completed as follows:			
(a) <u>U.S. SMALL BUSINESS ADMINISTRATION</u>			
<hr/>			
<hr/>			
IA-243J.	252.219-7010	ALTERNATE A (Alternate to FAR Clause 52.219-18 Notification of Competition Limited to Eligible 8(a) Concerns) (IAW DFARS 219.811-3(2))	JUN 1998
IA-243M.	252.219-7011	NOTIFICATION TO DELAY PERFORMANCE (IAW DFARS 219.811-3(3))	JUN 1998
IA-280.	252.223-7004	DRUG-FREE WORK FORCE (IAW DFARS 223.570-4(a))	SEP 1988

IA-282	252.223-7006	<b>PROHIBITION ON STORAGE AND DISPOSAL OF TOXIC AND HAZARDOUS MATERIALS</b> (IAW DFARS 223.7103)	APR 1983
IA-293	252.225-7012	<b>PREFERENCE FOR CERTAIN DOMESTIC COMMODITIES</b> (IAW DFARS 225.7002-3(a))	MAY 1999
IA-312	252.225-7025	<b>RESTRICTION ON ACQUISITION OF FORGINGS</b> (IAW DFARS 225.7102-4(a))	JUN 1987
IA-312C	252.225-7026	<b>REPORTING OF CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES</b> (IAW DFARS 225.7203)	MAR 1999
IA-312H	252.225-7031	<b>SECONDARY ARAB BOYCOTT OF ISRAEL</b> (IAW DFARS 225.770-5)	JUN 1992
IA-332	252.227-7013	<b>RIGHTS IN TECHNICAL DATA--NONCOMMERCIAL ITEMS</b> (IAW DFARS 227.7102-3(b), and 227.7103-6(a))	NOV 1995

(e) (3) The Contractor asserts for itself, or the persons identified below, that the Government's rights to use, release, or disclose the following technical data should be restricted-- **NONE**

Technical Data to be Furnished With Restrictions*	Basis for Assertion**	Asserted Rights Category***	Name of person Asserting Restrictions****
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- \* If the assertion is applicable to items, components, or processes developed at private expense, identify both the data and each such item, component, or process.
- \*\* Generally, the development of an item, component, or process at private expense, either exclusively or partially, is the only basis for asserting restrictions on the Government's rights to use, release, or disclose technical data pertaining to such items, components, or processes. Indicate whether development was exclusively or partially at private expense. If development was not at private expense, enter the specific reason for asserting that the Government's rights should be restricted.
- \*\*\* Enter asserted rights category (e.g., government purpose license rights from a prior contract, rights in SBR data generated under another contract, limited or government purpose rights under this or a prior contract, or specifically negotiated licenses).
- \*\*\*\* Corporation, individual, or other person, as appropriate.

Date \_\_\_\_\_  
Printed Name and Title \_\_\_\_\_  
Signature \_\_\_\_\_

(End of identification and assertion)

(f) (2) Government purpose rights markings.

Data delivered or otherwise furnished to the Government purpose rights shall be marked as follows:

**GOVERNMENT PURPOSE RIGHTS**

Contract No. \_\_\_\_\_

Contractor Name \_\_\_\_\_

Contractor Address \_\_\_\_\_

Expiration Date \_\_\_\_\_

The Government's rights to use, modify, reproduce, release, perform, display, or disclose these technical data are restricted by paragraph (b)(2) of the Rights in Technical Data-Noncommercial Items clause contained in the above identified contract. No restrictions apply after the expiration date shown above. Any reproduction of technical data or portions thereof marked with this legend must also reproduce the markings.

(End of Legend)

(3) Limited rights markings.

Data delivered or otherwise furnished to the Government with limited rights shall be marked with the following legend.

**LIMITED RIGHTS**

Contract No. \_\_\_\_\_

Contractor Name \_\_\_\_\_

Contractor Address \_\_\_\_\_

The Government's rights to use, modify, reproduce, release, perform, display, or disclose these technical data are restricted by paragraph (b)(3) of the Rights in Technical Data-Noncommercial Items clause contained in the above identified contract. Any reproduction of technical data or portions thereof marked with this legend must also reproduce the markings. Any person, other than the Government, who has been provided access to such data must promptly notify the above named Contractor.

(End of legend)

(4) Special license rights markings.

(1) Data in which the Government's rights stem from a specifically negotiated license shall be marked with the following legend:

**SPECIAL LICENSE RIGHTS**

The Government's rights to use, modify, reproduce, release, perform, display, or disclose these data are restricted by Contract No. \_\_\_\_\_ (insert contract number) License No. \_\_\_\_\_ (insert license identifier) Any reproduction of technical data or portions thereof marked with this legend must also reproduce the markings.

(End of legend)

IA-336.	252.227-7014	<b>RIGHTS IN NONCOMMERCIAL COMPUTER SOFTWARE AND NONCOMMERCIAL COMPUTER SOFTWARE DOCUMENTATION</b> (IAW DFARS 227.7203-6(a)(1))	JUN 1996
IA-337D.	252.227-7016	<b>RIGHTS IN BID OR PROPOSAL INFORMATION</b> (IAW DFARS 227.7103-6(e)(1), 227.7104(e)(1), or 227.7203-6(b))	JUN 1996
IA-338C.	252.227-7019	<b>VALIDATION OF ASSERTED RESTRICTIONS—COMPUTER SOFTWARE</b> (IAW DFARS 227.7104(e)(3), and 227.7203-6(c))	JUN 1996
IA-347.	252.227-7030	<b>TECHNICAL DATA—WITHHOLDING OF PAYMENT</b> (IAW DFARS 227.7103-6(e)(2) or 227.7104(c)(4))	OCT 1988
For the purposes of this clause, the Contracting Officer may withhold <u>ten percent (10%)</u> of the total contract price.			
IA-352.	252.227-7036	<b>DECLARATION OF TECHNICAL DATA CONFORMITY</b> (IAW DFARS 227.7103-6(e)(3) or 227.7104(e)(5))	JAN 1997
IA-353.	252.227-7037	<b>VALIDATION OF RESTRICTIVE MARKINGS ON TECHNICAL DATA</b> (IAW DFARS 227.7102-3(c), 227.7103-6(e)(4), 227.7104(e)(6), or 227.7203-6(f))	SEP 1990
IA-398.	252.231-7000	<b>SUPPLEMENTAL COST PRINCIPLES</b> (IAW DFARS 231.100-70)	DEC 1991
IA-632.	252.242-7000	<b>POSTAWARD CONFERENCE</b> (IAW DFARS 242.570)	DEC 1991
IA-649.	252.243-7002	<b>REQUESTS FOR EQUITABLE ADJUSTMENT</b> (IAW DFARS 243.205-72)	MAR 1998
IA-745.	252.247-7023	<b>TRANSPORTATION OF SUPPLIES BY SEA</b> (IAW DFARS 247.573(b))	NOV 1995
IB-305.	5352.204-9000	<b>NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY</b> (IAW AFFARS 5304.404-90)	MAY 1996
IB-308.	5352.204-9001	<b>VISITOR GROUP SECURITY AGREEMENTS</b> (IAW AFFARS 5304.404-90)	MAY 1996
IB-311.	5352.216-9001	<b>AWARDING ORDERS UNDER MULTIPLE AWARD CONTRACTS</b> (IAW AFFARS 5316.506)	MAY 1996

For the purposes of this clause the blank(s) is/are completed as follows:

- (b) **ALT II**
- (1) The Government will request that each multiple award contractor submit their technical and/or managerial approach, if necessary, and cost/price estimate in response to the Government's work statement.
- (2) The response may be presented to the Government either orally or in writing.
- (3) The Government will issue orders based on an assessment of the technical approach, estimated total cost/price, and past performance in making awards under this paragraph.

(d) Ombudsman is MR. PLAISTED, (937) 255-9095, 1790 10<sup>TH</sup> STREET, RM 208, WPAFB OH 45433.

IB-320.	(e) <u>52.216-22</u> 5352.223-9000	<b>ELIMINATION OF USE OF CLASS I OZONE DEPLETING SUBSTANCES (ODS)</b> (IAW AFFARS 5323.890-7)	MAY 1996
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For the purposes of this clause the blank(s) is/are completed as follows:

(c) <b>NONE</b>			
	Substance	Application/Use	Quantity (lbs)
IB-321.	5352.223-9001	<b>HEALTH AND SAFETY ON GOVERNMENT INSTALLATIONS</b> (IAW AFFARS 5323.9002)	JUN 1997
IB-343.	5352.242-9000	<b>CONTRACTOR ACCESS TO AIR FORCE INSTALLATIONS</b> (IAW AFFARS 5342.490-1)	MAY 1996

For the purposes of this clause the blank(s) is/are completed as follows:

- (b) **NONE**

IB-411C. 5352.209-9002 **ORGANIZATIONAL CONFLICT OF INTEREST (AFMC)**  
(IAW AFMCFARS 5309.507-90(a)(1), and 5315.209-90(i))

JUL 1997

(a) The following restrictions and definitions apply to prevent conflicting roles which may bias the Contractor's judgment or objectivity, or to preclude the Contractor from obtaining an unfair competitive advantage in concurrent or future acquisitions.

(1) Descriptions or definitions:

"Contractor" means the business entity receiving the award of this contract, its parents, affiliates, divisions and subsidiaries.

"Development" means all efforts towards solution of broadly-defined problems. This may encompass research, evaluating technical feasibility, proof of design and test, or engineering of programs not yet approved for acquisition or operation.

"Proprietary Information" means all information designated as proprietary in accordance with law and regulation, and held in confidence or disclosed under restriction to prevent uncontrolled distribution. Examples include limited or restricted data, trade secrets, sensitive financial information, and computer software; and may appear in cost and pricing data or involve classified information.

"System" means the system that is the subject of this contract.

"System Life" means all phases of the system's development, production or support.

"Systems Engineering" means preparing specifications, identifying and resolving interface problems, developing test requirements, evaluating test data, and supervising design.

"Technical Direction" means developing work statements, determining parameters, directing other Contractors' operations, or resolving technical controversies.

(2) Restrictions: The Contractor shall perform systems engineering and/or technical direction, but will not have overall contractual responsibility for the system's development, integration, assembly and checkout, or production. The parties recognize that the Contractor shall occupy a highly influential and responsible position in determining the system's basic concepts and supervising their execution by other Contractors. The Contractor's judgment and recommendations must be objective, impartial, and independent. To avoid the prospect of the Contractor's judgment or recommendations being influenced by its own products or capabilities, it is agreed that the Contractor is precluded for the life of the system from award of a DoD contract to supply the system or any of its major components, and from acting as a subcontractor or consultant to a DoD supplier for the system or any of its major components.

IB-411F. 5352.209-9002 **ORGANIZATIONAL CONFLICT OF INTEREST - ALTERNATE III (AFMC)**  
(IAW AFMCFARS 5309.507-90(a)(4))

JUL 1997

As prescribed in 5309.507-90(a)(4), add the following paragraph (b) to the basic clause substantially as written.

(b) The Contractor may gain access to proprietary information of other companies during contract performance. The Contractor agrees to enter into company-to-company agreements to (1) protect other company's information from unauthorized use or disclosure for as long as it is considered proprietary by the other company and (2) to refrain from using the information for any purpose other than that for which it was furnished. For information purposes, the Contractor shall furnish copies of these agreements to the Contracting Officer. These agreements are not intended to protect information which is available to the Government or to the Contractor from other sources and furnished voluntarily without restriction.

IB-411H. 5352.209-9002 **ORGANIZATIONAL CONFLICT OF INTEREST - ALTERNATE V (AFMC)**  
(IAW AFMCFARS 5309.507-90(a)(6))

JUL 1997

As prescribed in 5309.507-90(a)(6), add the following paragraph (b) to the basic clause, substantially as written. If more than one Alternate is used, renumber this paragraph accordingly.

(b) The Contractor agrees to accept and to complete issued delivery orders, provided that no new organizational conflicts of interest are created by the acceptance of that order. The Contracting Officer shall identify the organizational conflict of interest in each order. The Contractor shall not contract with Government prime Contractors or first-tier subcontractors in such a way as to create an organizational conflict of interest.

IB-411J. 5352.209-9002 **ORGANIZATIONAL CONFLICT OF INTEREST - ALTERNATE VI (AFMC)**  
(IAW AFMCFARS 5309.507-90(a)(7))

JUL 1997

As prescribed in 5309.507-90(a)(7), add the following paragraph (b) to the basic clause substantially as written. If either Alternate III or IV or both are used, renumber this paragraph accordingly.

(b) The above restrictions shall be included in all subcontracts, teaming arrangements, and other agreements calling for performance of work which is subject to the organizational conflict of interest restrictions identified in this clause, unless excused in writing by the Contracting Officer.

IB-423. 5352.215-9009 **TRAVEL (AFMC)**  
(IAW AFMCFARS 5315.209-90(k))

JUL 1997

(a) The Contractor may be required to travel within the contiguous United States and overseas. The Contractor may be required to travel by Government-provided transportation. Travel requirements will be reimbursed by separate voucher and must be approved in advance by the Contracting Officer. Travel requirements will be identified, proposed, and negotiated in individual task orders on a cost-reimbursement basis. Billable travel costs are air fare, ground transportation, and per diem costs, not labor hours. The Contractor shall be responsible for obtaining any passports or visas and making travel arrangements to and from any CONUS location.

(\*) Per diem, air fare, and all other allowable travel costs shall be reimbursed in accordance with the Federal Acquisition Regulation. All travel within overseas areas shall be approved in advance by the Contracting Officer.

(2) The Government may provide travel to and from overseas work sites via Air Mobility Command (AMC) flights, if available. AMC travel fees may be Contractor-paid and invoiced to the Government. The Government will be responsible for obtaining travel clearances and issuance of any required special orders.

(b) Use of AMC transportation shall be approved in advance by the Contracting Officer or designee. Orders authorizing AMC travel will specify the Contractor's Customer Identification Code (CIC). If the Contractor does not have CIC number, the orders will state "special account handling: billing for AMC transportation will be forwarded to RS Information Systems, Inc., 1631 Old Meadow Road, 5<sup>th</sup> Floor, McLean, VA 22102". Use of AMC transportation is subject to availability.

(c) The travel CLIN is intended to pay for travel occurring at the direction of the Government, performed in conjunction with a specific trip authorized in a task order. Travel by clerical support personnel shall be approved in advance by the Contracting Officer.

1B-424 5352.215-9010

#### TRAINING (AFMC)

JUL 1997

(IAW AFMCFARS 5315.209-90(iii))

(a) When training is conducted at a Government site, Government-furnished facilities and equipment will be utilized including classrooms, overhead projectors, screen, chalkboards, and equipment installed under this contract.

(b) The contractor shall be responsible for:

(1) Furnishing all training manuals, schematics, drawings, charts, and transparencies required to conduct training. A copy of all training materials will be provided to the Government Functional Area Evaluator (FAE)(see AFMCFARS 5337.91) for review and approval;

(2) Furnishing all equipment necessary to effectively conduct the training program except equipment that is specifically identified elsewhere in the contract as being furnished by the Government; and

(3) Conducting formal training approximately eight hours per day (excluding weekends and Government holidays).

(c) The government FAE will be the point of contact for coordinating training dates.

1B-443C 5352.217-9010

#### ASSOCIATE CONTRACTOR AGREEMENTS (AFMC)

JUL 1997

(IAW AFMCFARS 5317.9203(a))

(a) The contractor shall enter into Associate Contractor Agreements (ACA) for any portion of the contract requiring joint participation in the accomplishment of the Government's requirement. The agreements shall include the basis for sharing information, data, technical knowledge, expertise, and/or resources essential to the integration of the **WRIGHT-PATTERSON INFORMATION TECHNOLOGY SUPPORT** which shall ensure the greatest degree of cooperation for the development of the program to meet the terms of the contract. Associate contractors are listed in (h) below.

(b) ACAs shall include the following general information:

(1) Identify the associate contractors and their relationships.

(2) Identify the program involved and the relevant Government contracts of the associate contractors.

(3) Describe the associate contractor interfaces by general subject matter.

(4) Specify the categories of information to be exchanged or support to be provided.

(5) Include the expiration date (or event) of the ACA.

(6) Identify potential conflicts between relevant Government contracts and the ACA; include agreements on protection of proprietary data and restrictions on employees.

(c) A copy of such agreement shall be provided to the Contracting Officer for review before execution of the document by the cooperating contractors.

(d) Nothing in the foregoing shall affect compliance with the requirements of the clause at 5352.209-9002, Organizational Conflict of Interest.

(e) The Contractor is not relieved of any contract requirements or entitled to any adjustments to the contract terms because of a failure to resolve a disagreement with an associate contractor.

(f) Liability for the improper disclosure of any proprietary data contained in or referenced by any agreement shall rest with the parties to the agreement, and not the Government.

(g) All costs associated with the agreements are included in the negotiated cost of this contract. Agreements may be amended as required by the Government during the performance of this contract.

(h) The following contractors are associate contractors with whom agreements are required:

CONTRACTOR	ADDRESS	PROGRAM/CONTRACT
<u>TBD</u>		

**IB-462. 5352.227-9000 EXPORT-CONTROLLED DATA RESTRICTIONS (AFMC)**  
(IAW AFMCFARS 5327.601(90))

JUL 1997

- (a) For the purpose of this clause,
- (1) Foreign person is any person who is not a citizen or national of the U.S. or lawfully admitted to the U.S. for permanent residence under the Immigration and Nationality Act, and includes foreign corporations, international organizations, and foreign governments;
  - (2) Foreign representative is anyone, regardless of nationality or citizenship, acting as an agent, representative, official, or employee of a foreign government, a foreign-owned or influenced firm, corporation or person;
  - (3) Foreign sources are those sources (vendors, subcontractors, and suppliers) owned and controlled by a foreign person; and
- (b) The Contractor shall place a clause in subcontracts containing appropriate export control restrictions, set forth in this clause.
- (c) Nothing in this clause waives any requirement imposed by any other U.S. Government agency with respect to employment of foreign nationals or export controlled data and information.

(d) Equipment and technical data generated or delivered under this contract are controlled by the International Traffic in Arms Regulation (ITAR), 22 CFR Sections 12f through 12h. An export license is required before assigning any foreign source to perform work under this contract or before granting access to foreign persons to any equipment and technical data generated or delivered during performance (see 22 CFR Section 125). The Contractor shall notify the Contracting Officer and obtain written approval of the Contracting Officer prior to assigning or granting access to any work, equipment, or technical data generated or delivered under this contract to foreign persons or their representatives. The notification shall include the name and country of origin of the foreign person or representative, the specific work, equipment, or data to which the person will have access, and whether the foreign person is cleared to have access to technical data (DoD 5220.22-M, National Industrial Security Program Operating Manual (NISPOM)).

**IB-463C. 5352.227-9002 VISIT REQUESTS BY FOREIGN-OWNED OR CONTROLLED FIRMS (AFMC)**  
(IAW AFMCFARS 5327.9002(b))

JUL 1997

- (a) Prime Contractors which are foreign-owned or controlled and require access to a U.S. Government installation shall submit visit requests through their foreign embassy in Washington, D.C. at least 30 days prior to the proposed visit date.
- (b) Subcontractors which are foreign-owned or controlled and require access to a U.S. Government installation shall have their prime Contractor submit a visit request to the security police office of the base being visited at least two weeks before the scheduled meeting.
- (c) Canadian Contractors and Canadian government employees may directly arrange visits by having their security office submit a visit request to the security police office of the base being visited at least two weeks before the scheduled meeting.

**IB-468C. 5352.228-9001 INSURANCE CLAUSE IMPLEMENTATION (AFMC)**  
(IAW AFMCFARS 5328.310(a) and 5328.311-1)

JUL 1997

**IB-485C. 5352.237-9000 EMPLOYEE QUALIFICATION (AFMC)**  
(IAW AFMCFARS 5337.110-90(a))

JUL 1997

The Contractor shall assign employees to this contract who possess the qualifications required by the contract. To substantiate the employees' qualifications, the Contractor shall submit a resume to the Contracting Officer for each employee performing services during the term of the contract. The resumes shall be delivered to the Contracting Officer within two weeks prior to the first week that the employee performs services under the contract or prior to the first billing for services performed by the employee, whichever date is the earlier. The hourly rate billed by the Contractor for an employee who does not meet the required qualifications may be unilaterally adjusted downward to a wage rate that the Contracting Officer determines to be appropriate. If the Contractor has already received payment, the Contracting Officer may make adjustment on the next invoice or require repayment by the Contractor.

**IB-486C. 5352.237-9001 CONTRACTOR IDENTIFICATION (AFMC)**  
(IAW AFMCFARS 5337.110-90(b))

JUL 1997

- (a) Contractor personnel and their subcontractors must identify themselves as Contractors or subcontractors during meetings, telephone conversations, in electronic messages, or correspondence related to this contract.
- (b) Contractor-occupied facilities (on AFMC or other Government installations) such as offices, separate rooms, or cubicles must be clearly identified with Contractor supplied signs, name plates or other identification, showing that these are work areas for Contractor or subcontractor personnel.

**IB-515C. 5352.245-9004 BASE SUPPORT (AFMC)**  
(IAW AFMCFARS 5345.106-90(a))

JUL 1997

Base support shall be provided by the Government to the Contractor in accordance with this clause. Failure by the Contractor to comply with the requirements of this clause shall release the Government, without prejudice, from its obligation to provide base support by the date(s) required. If warranted, and if the Contractor has complied with the requirements of this clause, an equitable adjustment shall be made if the Government fails to provide base support by the date(s) required.

- (a) Base support includes Government-controlled working space, material, equipment, services (including automatic data processing), or other support (excluding use of the Defense Switched Network (DSN)) which the Government determines can be made available at, or through, any Air Force installation where this contract shall be performed. All Government property in the possession of the Contractor, provided through the base support clause, shall be used and managed in accordance with the Government Property clauses.

(b) The Air Force installations providing the support shall be listed in subparagraph (e), and the Government support to be furnished by each installation under this contract shall be listed in subparagraph (f).

(c) Unless otherwise stipulated in the contract schedule, support shall be provided on a no-charge-for use basis and the value shall be a part of the Government's contract consideration.

(d) The Contractor agrees to immediately report (with a copy to the cognizant CAO) inadequacies, defective Government-Furnished Property (GFP) or nonavailability of support stipulated by the contract schedule, together with a recommended plan for obtaining the required support. The Government agrees to determine (within 10 workdays) the validity and extent of the involved requirement and the method by which it shall be fulfilled (e.g., purchase, rental, lease, GFP, etc.). Facilities shall not be purchased under this clause. Additionally, the Contractor (or authorized representative) shall not purchase, or otherwise furnish any base support requirement provided by the clause (or authorize others to do so), without prior written approval of the Contracting Officer regarding the price, terms, and conditions of the proposed purchase, or approval of other arrangements.

(e) Following are installations where base support will be provided **TO BE SPECIFIED ON INDIVIDUAL DELIVERY ORDERS.**

(f) The Government support to be furnished under this contract is **TO BE SPECIFIED ON INDIVIDUAL DELIVERY ORDERS.** Because of the nature and location(s) of the work performed, the value of such equipment is undeterminable. The Contractor shall not incur any cost resulting from nonsupport prior to Contracting Officer concurrence in accordance with this clause.

18-515D. 5352.245-9004 **BASE SUPPORT - ALTERNATE I (AFMC)**  
(IAW AFMCFARS 5345.106-90(a))

JUL 1997

Add the following paragraph (g) to the basic clause:

(g) When this contract is a cost, cost-reimbursement, time-and-materials, or labor-hour contract, the Contractor agrees that in the performance of this contract or any major subcontract no direct or indirect costs for property will be incurred if the Government determines that property is available at, or through any Air Force installation where this contract shall be performed. Only the prior written approval of the Contracting Officer can relieve the Contractor from this restriction.

### PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

#### SECTION J

#### LIST OF ATTACHMENTS

(All listed attachments are at the end of this document)

<u>FORM NR</u>	<u>TITLE</u>	<u>DATE</u>	<u># PAGES</u>
DD Form 1423	Exhibit 1, Contract Data Requirements List	19 JUL 99	6
DD Form 254	Exhibit 2, Contract Security Classification Specification	10 AUG 99	8
Appendix A	Statement of Objectives	24 Nov 99	4
Appendix B	Skill Category Description and Qualifications	24 Nov 99	5
Appendix C	Wage Determination 94-2419 REV(14)	27 MAY 99	8
Appendix D	Loaded Labor Rate Chart	(Unknown dated by Offeror)	1
Appendix E	Alternate Disputes Resolution Memorandum of Agreement	(Unknown dated by Offeror)	2
Atch 1	Section L	10 Nov 99	38
Atch 2	Section M	10 Nov 99	6



17 PRICE GROUP	
18 ESTIMATED TOTAL PRICE	

## CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY: TDR IM X OTHER					
D. SYSTEM/ITEM		E. CONTRACT/PR NO.		F. CONTRACTOR					
1. DATA ITEM NO. A 0002	2. TITLE OF DATA ITEM TECHNICAL REPORT/STUDY SERVICES		3. SUBTITLE						
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508		5. CONTRACT REFERENCE		6. REQUIRING OFFICE					
7. DD 250 RFP	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION					
8. APP CODE		11. AS OF DATE	13. DATE SUBSEQUENT SUBMISS	b. COPIES					
16. REMARKS  BLKS. 5 through 14: As cited on each Task Order.  The Technical Report shall document major events that occurred during the specific time period. They shall also document the steps necessary to accomplish the identified function/operation.				a. ADDRESS/FF	Final				
				Draft	Reg	Repro			
								G. PREPARED BY Patricia A. Hall	
								J. DATE 19 JUL 99	

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

## CONTRACT DATA REQUIREMENT LIST

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.

B. EXHIBIT

C. CATEGORY:

TDP

TM ☒

OTHER

D. SYSTEM/ITEM

E. CONTRACT/PR NO.

F. CONTRACTOR

1. DATA ITEM NO.

A 0003

2. TITLE OF DATA ITEM

COMMERCIAL OFF-THE-SHELF MANUAL

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)

DI-TMSS-80527A

5. CONTRACT REFERENCE

6. REQUIRING OFFICE

7. DD 250 HQ

8. DIST STATEMENT  
REQUIRED

10. FREQUENCY

12. DATE OF FIRST SUBMISSION

14. DISTRIBUTION

9. APP CODE

11. AS OF DATE

13. DATE SUBSEQUENT SUBMISS

a. ADDRESS/E

b. COPIES

Final

Draft

Reg

Repm

16. REMARKS

17. PRICE  
GROUP18. ESTIMATED  
TOTAL PRICE

BLKS. 5 through 14: As cited on each Task Order.

C. PREPARED BY

Patricia A. Hall

H. DATE

19 JUL 99

I. APPROVED BY

signed by: Charles Schneggenburger

J. DATE

19 JUL 99

DD FORM 1423-1, AUG 96 (EG)

1-01103

Previous editions are obsolete

## CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for this Contract/PR No. listed in Block C.

A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY: TDP <input type="checkbox"/> TM <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>					
D. SYSTEM/ITEM		E. CONTRACT/PR NO.		F. CONTRACTOR					
1. DATA ITEM NO. A 0004	2. TITLE OF DATA ITEM DATA ACCESSION LIST			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81453		5. CONTRACT REFERENCE		6. REQUIRING OFFICE					
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY As required	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION					
8. APP CODE		11. AS OF DATE	13. DATE SUBSEQUENT SUBMISS	b. COPIES					
16. REMARKS  BLKS. 5 through 14: As cited on each Task Order.  BLK. 14a: Send a copy of the Data Accession List to 88 CG/SCXP as required.				a. ADDRESSEE	Final				
				88 CG/SCXP	1				
				Dist	Reg				
				C. PREPARED BY Patricia A. Hall		H. DATE 28 OCT 99	I. APPROVED BY signed by: Charles Schneggenburger		J. DATE 26 OCT 99

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

## CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block F.

A. CONTRACT LINE ITEM NO. B. EXHIBIT C. CATEGORY:  
TD<sup>1</sup> IM X OTHER

D. SYSTEM/ITEM E. CONTRACT/PR NO. F. CONTRACTOR

1. DATA ITEM NO. 2. TITLE OF DATA ITEM 3. SUMMARY  
A 0005 FUNDS AND MAN-HOUR EXPENDITURE REPORT

4. AUTHORITY (Data Acquisition Document No.) 5. CONTRACT REFERENCE 6. REQUIRING OFFICE  
DI-FNCL-80331 PARA. 9.0

7. DD 250 RPO 8. DIST STATEMENT 9. FREQUENCY 10. DATE OF FIRST SUBMISSION 11. DISTRIBUTION  
REQUIRED Monthly

8. APP CODE 11. AS OF DATE 12. DATE SUBSEQUENT SUBMISS 13. COPIES  
a. ADDRESSEE b. COPIES  
Dist Req Resp

14. REMARKS

BLKS. 5 through 14: As cited on each Task Order.

Send a copy of the monthly Fund and Man-Hour Expenditure Report to 88 CG/SXCP.

17. PRICE  
GROUP  
18. ESTIMATED  
TOTAL PRICE

3. PREPARED BY H. DATE I. APPROVED BY J. DATE  
Patricia A. Hall 28 OCT 99 signed by: Charles Schneggenburger 26 OCT 99

CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/DPR No. listed in Block E.

[illegible]

17. PRICE GROUP	
18. ESTIMATED TOTAL PRICE	

<b>DEPARTMENT OF DEFENSE</b> <b>CONTRACT SECURITY CLASSIFICATION SPECIFICATION</b> <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				<b>1. CLEARANCE AND SAFEGUARDING</b> <b>B. FACILITY CLEARANCE REQUIRED</b> <b>TOP SECRET</b> <b>b. LEVEL OF SAFEGUARDING REQUIRED</b> <b>N/A</b>																																																																																																																	
<b>2. THIS SPECIFICATION IS FOR: (X and complete as applicable)</b>				<b>3. THIS SPECIFICATION IS: (X and complete as applicable)</b>																																																																																																																	
<b>a. PRIME CONTRACT NUMBER</b>  		<input checked="" type="checkbox"/> <b>ORIGINAL (Complete date in all cases)</b> Date (YYMMDD): <b>99 08 10</b>																																																																																																																			
<b>b. SUBCONTRACT NUMBER</b>  		<input type="checkbox"/> <b>REVISED (Supersedes all previous specs)</b> Revision No: 		Date (YYMMDD): 																																																																																																																	
<input checked="" type="checkbox"/> <b>c. SOLICITATION OR OTHER NUMBER</b> <b>F33601-99-R-9052</b>		<b>DUE Date (YYMMDD)</b> <b>99 10 15</b>		<input type="checkbox"/> <b>FINAL (Complete item 5 in all cases)</b> Date (YYMMDD): 																																																																																																																	
<b>4. IS THIS A FOLLOW ON CONTRACT?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract																																																																																																																					
<b>5. IS THIS A FINAL DD FORM 254?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____																																																																																																																					
<b>6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)</b>																																																																																																																					
<b>a. NAME, ADDRESS, AND ZIP CODE</b> Reference Source List		<b>b. CAGE CODE</b> N/A		<b>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)</b> N/A																																																																																																																	
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<b>8. ACTUAL PERFORMANCE</b>																																																																																																																					
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<b>9. GENERAL IDENTIFICATION OF THIS PROCUREMENT</b> The contractor shall provide communication-computer resources for information technology support to the acquisition managers, scientists and engineers of the host and tenant organizations located at WPAFB, and associated remote sites. Base organizations will order services by means of delivery orders with specifically defined tasks.																																																																																																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">10. THIS CONTRACT WILL REQUIRE ACCESS TO:</th> <th>YES</th> <th>NO</th> <th colspan="2" style="text-align: left;">11. 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**12. PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct ☐ Through (Specify)

Will be directed on each individual task order DD Form 254.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review. In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classification guidance used for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contractual factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes to challenge the guidance or the classification assigned to any information (including information furnished or generated under the contract) and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the material involved shall be handled and protected at the highest level of classification assigned or recommended (if it is appropriate for the classified effort). Attach, or forward under separate correspondence, any documents/guidelines/extracts referenced herein. Add additional pages as needed to provide complete.

- a. The National Industrial Security Program Operating Manual (NISPOM), Jan 95, applies to this contract.
- b. Ref Blk 10.a. and 11.h.: COMSEC requirements apply. DOD 5220.22-5 for details.
- c. Ref Blk 10.c (2) General Intelligence Material/Foreign Disclosure applies. See addendum.
- d. Ref Blk 10.f. Special access Requirements apply. See contract clause for details.
- e. Ref Blk 10.i.: For Official Use Only. See Addendum.
- f. Ref Blk 11.a.: Releasing government activity will furnish complete classification guidance for the service to be performed.
- g. Ref Blk 11.b.: EMSEC requirements apply. EMSEC requirements are incumbent on the government for on base performance.
- j. Ref Blk 11.f.: The notification of government security/visitor group agreement applies. See contract clause for details.
- k. Program Manager: Cheryl Ford, 88 CG/SCXP, (937) 255-9471 extension 309.
- l. This will be a task order contract. Each task that requires access to classified information will require a separate and specific DD Form 254.

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. If Yes, identify ☒ Yes ☐ No the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is needed.

Ref Blk 10.f.: SAR Requirements/Procedures apply.

Ref Blk 10.c.(1): SCI Requirements apply. See Addendum.

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. If Yes, identify specific areas of elements covered and the activity responsible for inspections. Use item 13 if additional space is needed. ☒ Yes ☐ No

Ref Blk 10.c.(1): SCI requirements apply. See Addendum.

Security oversight for all on-base performance and SAR material will be established on each task order DD Form 254.

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICER	b. TITLE	c. TELEPHONE (Include Area Code)
CYNTHIA SCHWEIBOLD	CONTRACTING OFFICER	(937) 257-2135 EXT 4423

d. ADDRESS (Include Zip Code)

ASC/PKWR  
1940 Allbrook Dr., Suite 3  
WPAFB, OH 45433-5309

e. SIGNATURE

ASC/PKWR  
000000  
000000

**17. REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR
- ☒ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☒ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☒ e. ADMINISTRATION CONTRACTING OFFICER
- ☒ f. OTHERS AS NECESSARY



## ADDENDUM TO DD FORM 254

08 February 1999

USE OF SPECIAL INTELLIGENCE MARKINGS1. Authorized Control Markings of Intelligence Information

## a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".

This marking may be used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when access to the intelligence information will reasonably be protected by use of its classification marking (i.e. Confidential, Secret, Top Secret), or by use of any other control marking specified herein.

## b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

## c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

## ADDENDUM TO DD FORM 254

22 October 1996

**GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE**

**1. Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

**2. Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

**3. Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

**EMISSION SECURITY (EMSEC) REQUIREMENTS**  
**(FORMERLY TEMPEST REQUIREMENTS)**

**EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)**

**FOR ALL CLASSIFIED SYSTEMS**

1. The contractor shall ensure that compromising emanations (EMSEC) conditions related to this contract are minimized.

2. The contractor shall provide countermeasure assessment data to the Contracting Officer (CO), in the form of an ESAR. The ESAR shall provide only specific responses to the data required in paragraph 3 below. The contractor's standard security plan shall NOT be used as a "stand-alone" ESAR response. The contractor shall NOT submit a detailed facility analysis/assessment. The ESAR information will be used to complete an EMSEC Countermeasures Assessment Review of the contractor's facility to be performed by the government EMSEC authority using current Air Force EMSEC directives. EMSEC is applied on a case-by-case basis and further information may be required to complete the review. The contractor shall provide this information to the CO when requested. After the evaluation of the ESAR by the government EMSEC authority, additional EMSEC requirements may be necessary. When changes to the information required in paragraph 3 below occurs (including, but not limited to, relocation, additions, or deletions of equipment from the original approved room), the contractors shall notify the CO of these changes. Upon request, the contractor shall submit to the CO a new ESAR, identifying the new configuration at least 30 days before the change occurs. The contractor shall NOT commence processing with the new configuration until receiving, as a minimum, interim approval from the CO.

3. \*ESAR contents shall include, as a minimum, the following information:

a. The specific classification and special categories of material to be processed/handled by electronic means. Include percentage of each classification level used including unclassified (i.e., 5% Top Secret, 10% Secret/SAR, 25% Secret, 60% Unclassified).

b. The specific location (complete address, building/room number, or office) where classified processing will be performed. Include identification of any other contractor/company located within 200 meters of the facility.

c. Attach a copy of the Defense Investigative Service (DIS) Form 147 to validate physical security and approved storage level of the facility.

d. Provide the name, title, and telephone number (commercial and/or DSN) of a point of contact at the facility where processing will occur.

1. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. The subcontractor will provide the above documentation through their prime to the CO to complete the ESAR.

\*NOTE: A copy of your Automated Information System Security Plan(s) (AISSP) will suffice.

ADDENDUM TO DD FORM 254  
Revised 4 November 1998

**EMISSION SECURITY (EMSEC) REQUIREMENTS**  
**(FORMERLY TEMPEST REQUIREMENTS)**

**EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)**

**FOR TOP SECRET SYSTEMS**

1. In addition to the information required for all classified systems, the following will be required for Top Secret processing:

a. Identify the radius (in meters) of the physical control space available around the system, equipment, or facility. Describe the barriers, doors, fences, walls, etc that define the area. Describe the control exercised over the area during duty and nonduty hours. Describe other factors which contribute to control (i.e., visitor procedures, escort requirements, searches of personnel and/or vehicles, etc).

b. Identify the type and location (relative to the classified system) of any unfiltered/telephone or communication lines, shielded or unshielded twisted pair cables or fiber, underground or unfiltered power lines, conduit, heating and air conditioning ducts, water pipes, etc, that transgress the established controlled area.

c. Describe the building in which the classified system(s) is housed, i.e., concrete block outer walls, 2" X 4" and single ply gypsum board inner walls, true floor to true ceiling walls, metallic (steel) or solid wood doors, windows (if there are windows, describe the type of coverings on them), etc.

d. Diagrams and/or drawings would be extremely helpful.

2. Additional information may be requested upon review of the documentation provided.

**ADDENDUM TO DD FORM 254**  
**23 March 1998**

**FOR OFFICIAL USE ONLY (FOUO)**

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING:** Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.
2. **MARKING:**
  - a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any)
  - b. In a classified document, mark:
    - (1) An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.
    - (2) The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.
    - (3) "FOUO" at the bottom of each page that has FOUO information but is not classified.
    - (4) If a classified document also contains FOUO information or if the classified material becomes FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: "NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release."
  - c. Mark other records, such as computer print outs, photographs, films, tapes, or slide "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
  - d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
  - e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.
3. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.
4. **TRANSMISSION:** FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other commercial teletype lines without encryption.
5. **RELEASE:** FOUO information may be released only to DoD components, officials of DoD component, and other DoD contractors when needed to conduct official DoD business.
6. **DESTRUCTION:** When no longer needed, FOUO information may be disposed of by any method which will preclude its disclosure to unauthorized individuals.

ADL IDUM TO DD FORM 254  
05 February 1999

### NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH, the Contractor shall provide ASC/SYSPC, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in **addition** to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

## **1. SCOPE OF WORK:**

The Contractor shall provide remedial on-call maintenance service as described herein, for Full Motion, Low-Bit Rate Video Teleconferencing Systems (VTC), associated peripherals, and Cryptographic Equipment (e.g. KG194As), for organizations located at Wright-Patterson AFB and Air Force organizations across other dispersed locations whose managing home office is located at Wright-Patterson AFB. Upon issuance of delivery order(s) for remedial on-call maintenance, services shall be performed under the following terms and conditions, for the rates listed in the attached schedule.

## **2. GENERAL STRUCTURE:**

A Delivery Order will be established for each individual organization requiring maintenance services for VTC and Cryptographic equipment. The organization will commit funds as recommended by the Contracting Officers Technical Representative (COTR) for each delivery order. The organization will provide a listing of equipment to be maintained to include serial numbers, location of equipment, and Point of Contact (POC) authorized to place service calls at each location. In addition, the organization will provide a Primary Point of Contact (PPOC) who is responsible for oversight of maintenance activities at all locations on behalf of the organization.

## **3. PERSONNEL:**

### **3.1. COMPETENCY OF CONTRACTOR PERSONNEL:**

All services under this contract shall be performed by competent certified personnel who have completed applicable maintenance training. Contractor personnel performing maintenance on Cryptographic equipment (e.g. KG194As) under Category-I maintenance must be certified by the National Security Agency (NSA). Certification shall be documented on a DD Form 82 and submitted to the Principal Contracting Officer (PCO) upon request.

The contractor shall have on staff, and available for consultation and maintenance, personnel that have manufacturers training and/or experience totaling four years in the following areas.

- Administration, operation, and maintenance of Lucent Definity G3 PBX's
- Maintenance and operation of a PictureTel M8000 Multipoint Bridges
- Maintenance and operation of PictureTel Montage Multipoint Bridges
- Maintenance of PictureTel Concorde, S4000ZX, S4000EX, S4000E, and S4000 systems
- Maintenance of PictureTel Venue systems
- Maintenance of VTC System Computers (PCs) and other associated peripherals
- Maintenance and configuration of digital communications systems, to include SW56, T1, ISDN PRI, and ISDN BRI circuits.

The contractor must be familiar with the operations of the 88<sup>th</sup> Communications Group on WPAFB, and be able to interface with the proper 88CG personnel regarding troubleshooting of communications circuits.

## **4. RESPONSIBILITIES OF THE CONTRACTOR:**

### **4.1. GENERAL:**

On-Call maintenance service will be required for equipment listed in a schedule included with each delivery order. Other Full Motion, Low-Bit Rate VTC Systems and Cryptographic Equipment (e.g. KG194As) may subsequently be added to the schedule by mutual agreement of the Contractor and the Government. The Contractor shall perform any and all necessary repairs to bring the equipment to full operational condition. When the equipment cannot be repaired on-site, the Contractor shall transport the equipment to the Contractor's Facility for repair, using the most economical method possible, which will be mutually agreeable to the Government and the Contractor. Cryptographic equipment shall not be removed from the installation. The Contractor shall provide all necessary remedial maintenance, labor, documentation (i.e. repair manuals, technical orders, part catalogues, and drawings), repair parts, maintenance supplies, tools, test equipment, transportation, and other related services needed to restore and keep the VTC and Cryptographic equipment covered under this contract in good operating condition. The equipment covered under this contract includes at a minimum Digital Video Bridges with associated components at remote sites, cryptographic equipment (e.g. KG194As), firefly keys, power supplies, telecommunications equipment, video equipment, and the equipment list in the most current modification to the schedule. The Contractor shall use current diagnostic software, and shall refer to the authorized service documentation and keep this documentation current with all updates.

### **4.2. ON-CALL MAINTENANCE:**

The Contractor shall provide two categories of VTC and Cryptographic equipment maintenance on a remedial on call basis, at a charge for parts plus labor at the negotiated rate listed in the schedule. These categories shall be hereafter referred to as Category-I and Category-II maintenance.

#### **4.2.1. CATEGORY-I MAINTENANCE:**

Category-I maintenance is remedial on-call maintenance and covers Full Motion and Low-Bit Rate VTC and Cryptographic Equipment that reside in environments with classification levels ranging from CONFIDENTIAL to SECRET. The Government will maintain cryptographic Equipment located on Wright-Patterson Air Force Base. Outside Wright-Patterson Air Force Base, the Contractor shall provide maintenance service for Cryptographic Equipment as requested by the Government or its authorized representative.

#### **4.2.2. CATEGORY-II MAINTENANCE:**

Category-II maintenance is remedial on-call maintenance and covers Full Motion and Low-Bit Rate VTC equipment operating in an unclassified environment.



## **Wright-Patterson AFB Information Technology Support**

### **Statement of Objectives**

06 Dec 99

#### **1.0 INTRODUCTION:**

The 88<sup>th</sup> Communications Group's mission is to provide communication, computer and related systems support services to Defense activities at WPAFB and other related remote sites. In addition to supporting computer systems of all types and varieties the 88 CG supports many of the Wright-Patterson Air Force Base (WPAFB) local area networks (LAN), metropolitan area networks (MAN), wide area networks (WAN) and DoD unclassified/classified networks.

#### **2.0 DOCUMENTS.**

Air Force Instruction 33-115, Communications and Information Network Management.

The contractor shall adhere to applicable standards, regulations, directives, instructions, pamphlets, and their supplements (e.g., security, safety, communication-computer) in effect during the performance of this contract. Special emphasis shall be placed on compliance with USAF, AFMC, ASC, and WPAFB standards and architectures. Prior approval for deviation from these documents shall be obtained through the Contracting Officer, notwithstanding any individual task order requirements or direction. In addition, the contractor shall comply with all WPAFB policies and procedures, and with all Federal, state, and local laws applicable to the work being performed.

Relevant documents and information may be found at the following web site:

<http://www.afmc.wpafb.af.mil/pdl/pubs.htm>

#### **3.0 SCOPE:**

The scope of this acquisition is to provide communication-computer resources for information technology support to the acquisition managers, scientists and engineers, and support staff of the host and tenant organizations located at WPAFB, and associated remote sites. Base organizations will order services by means of task orders with specifically defined tasks, schedules, and performance criteria. Task order requirements may range from a need for a small number of contractor personnel to be temporarily located at Wright-Patterson Air Force Base, to a requirement for a large number of contractor personnel to be permanently located here and at associated remote sites.

#### **4.0 PURPOSE:**

The purpose of this contract is to provide host and tenant organizations located at WPAFB and associated remote sites with cost-effective information technology services. As a minimum, information technology services will consist of the following: Systems engineering; database design; data administration; software customization; communications; networking; telephonic and on-site user support/problem resolution; product support training; test and evaluation support; hardware/software evaluation, installation, maintenance, update, and administration; Video Teleconference (VTC) operation support; configuration and computer equipment and software inventory management; long range IT strategic planning; troubleshooting/analysis; computer security; communication security (COMSEC); desktop computer services; imaging/electronic document management; Web development, maintenance, and administration; and support for Commercial Off the Shelf (COTS) and Government-unique software.

**5.0 PERSONNEL MANAGEMENT:**

The contractor shall provide personnel who at a minimum meet the skills listed in Attachment Appendix B, Skill Category Descriptions and Qualifications. Personnel management objectives should include:

- a) Adequate staffing to insure appropriate coverage by qualified employees with appropriate security clearances at the beginning of the period(s) of performance;
  - b) A plan for recruiting and retaining qualified individuals and only requesting waiver/substitutions to required qualifications in exceptional situations;
  - c) Prompt staffing of personnel for workload surges and for task orders with short term periods of performance;
  - d) Task order staffing with technically current workforce.
1. Contractor personnel shall have sufficient training and experience to perform the required duties at their time of appointment to this contract. Technical education of contractor personnel required to fulfill the basic tasks of the contract shall be the contractor's responsibility and shall not be funded by the Government. Training at the Government's expense may only be considered for those systems/equipment and/or services that are added to a task during its performance, that are not similar to the systems/equipment and services already covered by the contract, and that are unique to the WPAFB environment and not common in the market. If contractor personnel who have received Government funded training leave and are replaced, the contractor shall be responsible for all costs, including labor hours, associated with the equivalent training of the replacement personnel. All requests for training at Government expense shall be submitted to the Contracting Officer's Technical Representative (COTR) for consideration for approval/disapproval prior to the training.
  2. Contractor employees shall be easily recognized as contractor employees. The contractor shall furnish an identifying badge, which shall include as a minimum, the person's name, name of the contractor, and the word "Contractor." Each employee shall wear the badge on the outer clothing on the front of the body between the neck and waist so that the badge is visible at all times. In addition, each person shall be required to identify themselves as a contractor employee in all written correspondence and telephone conversations.

Personnel that are assigned full-time on-site shall not be removed, or reassigned to another site without the written concurrence of the COTR. If contract personnel are going to be unavailable for a continuous period exceeding thirty (30) calendar days, the contractor shall notify the task manager and COTR immediately. Upon request of the task manager, the contractor shall replace such personnel with personnel of comparable qualifications and experience. In any case, the contractor is responsible for completely meeting the requirements of the task order.

**6.0 CONTRACT ADMINISTRATION OBJECTIVES:**

The Contract Administration Objectives shall include:

- a) Level of contractor management at a site appropriate for the level of work being performed;
- b) Electronic access to and electronic delivery of contract data
- c) Electronically available contractor performance metrics

**7.0 FUNCTIONAL SERVICE OBJECTIVES.**

The functional service objectives shall include:

- a) Capability to provide a broad range of IT support, including the following functions:
  1. Systems engineering,
  2. Long range IT strategic planning and management,
  3. Compliance with USAF/AFMC/ASC/WPAFB policies, standards, architectures,
  4. Database design, data administration, and software customization,
  5. Video teleconferencing operation support,
  6. Imaging and electronic document management systems support,
  7. Support for Commercial Off The Shelf (COTS) and Government-unique software, and
  8. Support for Network Management, Information Protection Operations, Network Administration, Help Desk Administration, Functional System Administration, and Work Group Management functions as described in Air Force Instruction 33-115.
- b) Contractor processes and procedures that foster optimum utilization of resources and assets, and result in the creation of an affordable, effective, inter-operable, operationally secure, common management information systems architecture within constraints such as DoD/AF/AFMC standards, and,
- c) Contractor processes and procedures that reduce cost and improve the effectiveness and efficiency of Wright-Patterson Air Force Base communications-computer systems; IT services and program management functions.
- d) Capability to deploy and integrate strategies for new technologies for a unique, dynamic, and diverse organizational operating environment.

**8.0 PERFORMANCE BASED SERVICE OBJECTIVES.**

The Performance-based service objectives shall include:

- a) Consistently high level of customer satisfaction,
- b) Minimum interruptions of communications-computer service to the end user.
- c) Customer support at Wright-Patterson Air Force Base and associated remote sites
- d) Installation/reinstallation/maintenance/repair services of communications-computer systems, related equipment, and user problem resolution anywhere on site.
- e) Configuration management of communications-computer systems hardware and software at Wright-Patterson Air Force Base.

**9.0 PERFORMANCE METRICS AND DELIVERABLES.**

The contractor shall deliver all reports and data items electronically in a format compatible with the Government's requirements as stated in the contract and each task order. These deliverables will include but should not be limited to, charts describing performance and cost, schedule, and task order staffing metrics on all task orders base wide. This metric and deliverable data shall provide the Government with timely, user friendly access to contractor information.

**10.00 SECURITY.**

The contractor shall comply with DD Form 254, DoD Contract Security Classification Specification, attached to this contract. DoD military, civilian, consultants, and contractor personnel using unclassified automated information systems must have at a minimum a National Agency Check/Entrance national Agency check IAW DoD 5200.2-R. Tasks will require that contractor personnel be cleared for access to Secret and/or Top Secret information.

**11.0 TRAVEL.**

The contractor shall be required to travel, both local and distant, in support of contractual work requirements. Travel costs are reimbursable in accordance with FAR 31.205-46. Personal phone calls are not reimbursable. The contractor shall propose travel in accordance with each task order's requirements. The contractor shall use the most economical means of transportation consistent with accomplishment of the contract and to limit major cost. Items such as airfare, vehicle rental, mileage rates, and per diem allowances are reimbursable to the extent that they do not exceed the maximum rates in effect at the time of travel as set forth in the Federal Travel Regulations or Joint Travel Regulations (JTR).

**12.0 OTHER CONSIDERATIONS.**

The contractor shall be prepared to provide support outside of the established core duty hours. Such non-core hour support could include, but should not be limited to, software/system upgrades, information security incidents, office re-locations and any unscheduled personnel surge requirements.

**13.0 GOVERNMENT SUPPLIED BASE FACILITIES, EQUIPMENT, SUPPLIES, and SERVICES**

The Government will furnish the following "as is" and at no cost to the contractor for their use in direct support of contract performance:

- (a) Adequate facilities that include office space and furnishings shall be provided at no charge to the contractor and will be provided for the full-time on-site members of the staff assigned to the program.
- (b) Custodial services for any identified facilities.
- (c) On-base phone service in the facilities the contractor places personnel.
- (d) Local and long distance phone service, fax machine, and reproduction machine in or near occupied facilities.
- (e) Government forms, publications and documents, if required.
- (f) Computers, terminals, common use software, communication, networks, and other resources owned or leased by the Government for use by on-site contractor personnel.
- (g) Miscellaneous office supplies.

## **SKILL CATEGORY DESCRIPTIONS AND QUALIFICATIONS**

1. **QUALIFICATION REQUIREMENTS.** To perform on this contract, contractor personnel must meet the minimum requirement for contract skill category described herein. In addition to the total and specialized experience defined in the skill categories, the Government may further define specific areas of required expertise in a Government task request. The contractor shall certify to the Delivery Order Contracting Officer's Technical Representative (COTR) that the candidate meets the contract qualifications. At the option of the delivery order COTR, contractor personnel may be approved for performance in multiple skill categories for which they are qualified and where there is documentation.

2. **TASK LEADER.** A Task Leader shall be named for each delivery order by the contractor to manage the contractor's efforts. The Task Leader will be any person assigned to a delivery order who is also performing tasks contained in the delivery order. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others. A task leader shall not be assigned to a delivery order for the sole purpose of managing personnel.

3. **SUBSTITUTION OF EDUCATION FOR EXPERIENCE.** The substitution rate of education for experience will be 1 year of specialized technical education above the high school diploma shall equal 2 years of specialized experience. Substitutions shall only be considered on a case-by-case basis and in only in exceptional cases. Requests for substitution shall be submitted to the COTR for approval/disapproval prior to the employee beginning work.

4. **SUBSTITUTION OF CERTIFICATION FOR EDUCATION.** The COTR may accept certifications in lieu of a degree requirement if the candidate possesses one or more of the certifications listed below in addition to two years of education from an accredited college or university, and if the certification is directly related to the task to be performed. Substitutions of certification for a degree will be considered based on compelling justification provided by the contractor. Requests for substitution shall be submitted to the Task Order Manager and COTR for approval/disapproval prior to the candidate beginning work.

a. **CERTIFICATIONS.** The Government may accept the following certifications. The COTR reserves the right to amend the list as needed.

- Air Force Instruction (AFI) 33-115 Networks Management, Volume II Certification
- Microsoft Certified Systems Engineer - Internet (MCSE)
- Microsoft Certified Systems Engineer (MCSE)
- Microsoft Certified Solution Developer (MCSD)
- Certified Novell Engineer
- Microsoft Certified NT Engineer

5. **SUBSTITUTION OF EXPERIENCE FOR EDUCATION.** The substitution rate of experience for education will be 2 years of relevant technical experience for 1 year of post high school education. Substitutions shall not normally be approved, and will only be considered in rare, exceptional cases. Requests for substitution shall be submitted to the COTR for approval/disapproval prior to the employee beginning work.

6. **PERSONNEL REASSIGNMENT.** Personnel that are assigned full-time on-site shall not be removed, or reassigned to another site without the written concurrence of the COTR. If personnel are going to be unavailable for a continuous period exceeding five (5) calendar days, the contractor shall notify the COTR immediately and replace such personnel with personnel of equivalent qualifications and experience unless waived in writing by the COTR. When contractor personnel are going to be unavailable, the contractor shall notify the task manager immediately.

7. **SKILL CATEGORY.** The minimum experience and educational requirements for each skill category is as follows:

### **TECHNICAL SERVICES DIRECTOR.**

DUTIES: Plans and oversees the research, evaluation, and integration of new technology, systems development, methodologies, data administration, capacity planning, training and technical support. Performs this work in conjunction with the plans, standards, duties and responsibilities of the Chief Information Officer. Must have a thorough knowledge of architectures, standards, and plans of the customer organization.

**TOTAL EXPERIENCE:** Ten (10) years of progressive experience in senior level computer/communications management, such as planning, budgeting, network management, systems development, and operations supporting a major Air Force installation.

**EDUCATION REQUIREMENT:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

#### **PROJECT LEADER.**

**DUTIES:** Organizes, directs and manages the task requirements. Develops schedules, coordinates resources and serves as technical lead. Meets with Government personnel and contractor personnel to formulate and review delivery order plans and deliverable items. Ensures conformance with delivery order schedules and costs. Must have demonstrated capability for oral and written communications with all levels of management. Must have a thorough knowledge of the capabilities of applicable computer and communications configurations.

**TOTAL EXPERIENCE:** Ten (10) years of progressive experience in computer/communications support activities such as computer operations, data communications, network design, or maintenance activities.

**SPECIALIZED EXPERIENCE:** Five (5) years of specific experience in managing the overall operating functions of a modern medium or large-scale computer environments including responsibility for such activities as computer network operations, hardware and software maintenance, customer support, and production control. Must have demonstrated management expertise through the effective use of project management scheduling tools. Must have proven expertise in the management and control of funds and resources and demonstrated capability in managing multi-task delivery orders of this type and complexity.

**EDUCATION REQUIREMENT:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

#### **PROGRAMMER/ANALYST.**

**DUTIES:** Analyzes, designs, programs, documents, tests and implements applications for a client/server environment. Knowledge of Windows NT, NOVELL, Windows 95, UNIX or other applicable operating systems and related systems concepts and knowledge of COTS software is required for effective development, integration, and deployment of software modules. Participates in all phases of development with emphasis on the design, coding, testing, documentation, integration, and acceptance phases. Designs and prepares technical reports and related documentation.

**TOTAL EXPERIENCE:** Six (6) years of progressive experience in the computer programming field. This person may serve as a task leader on one or more delivery orders. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, or other related scientific or technical discipline.

#### **JUNIOR LEVEL PROGRAMMER.**

**DUTIES:** Performs assigned portions of analysis, design, programming, documentation and testing for IS/ADP systems. Participates in all phases of software development with emphasis on the programming, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results.

**TOTAL EXPERIENCE:** Three (3) years experience in the computer programming field.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, or other related scientific or technical discipline.

#### **SYSTEMS ENGINEER.**

**Duties:** Responsible for the design, development, and implementation of computer software on Windows, Unix, or other platforms. Recommends specific solutions for a client/server environment. Develops GUI-based applications and systems software. Reviews computer systems communications and response needs and recommends optimum method for satisfying system requirements within resource and funding constraints. Prepares trade-off studies and develops plans for configuration and integration of components and software into existing or proposed system environment. Develops well-defined procedures and programs to implement proposed solutions.

**TOTAL EXPERIENCE:** Six (6) years of experience in the design and development of communications-computer systems applications. Three (3) years of experience in assessing the design impact of system software and hardware issues. This person may serve as a task leader on one or more delivery orders. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, or other related scientific or technical discipline.

**NETWORK ENGINEER.**

**DUTIES:** Designs, implements and supports network solutions involving multiple platforms. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Generates network monitoring/performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance. May support video teleconferencing center equipment and communication requirements. Plans and monitors the installation of communications circuits. Manage and monitor local area networks and associated equipment (e.g., bridges, routers, modem pools, gateways, etc.). Modifies command language programs, network start up files, assigns/re-assigns network device logicals, analyzes network performance and recommends adjustments to wide variety of complex network management functions with responsibility for overall performance and availability of networks. Conducts short and long term planning to meet communications requirements.

**TOTAL EXPERIENCE:** Six (6) years of experience in planning, designing and analyzing data or telecommunications networks. This experience must have demonstrated knowledge of Ethernet, FDDI and a working knowledge of operating systems and protocols such as Novell, NT, UNIX, VINES and TCP/IP. Must have experience with network analysis/management tools and techniques and be familiar with PC's in a client/server environment. Must be familiar with IT technology and long distance and local carrier management. This person may serve as a task leader on one or more delivery orders. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems Engineering or other related scientific or technical discipline. If applicable, shall be certified as a network engineer for the specific network operating system as defined in the Government task request. Certification criteria is determined by the network operating system vendor.

**LAN ADMINISTRATOR.**

**DUTIES:** Performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Installs and maintains local area networks hardware and software. Analyze client's LAN, isolate source of problems, recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating systems. Modifies command language programs, network start up files, assigns/re-assigns network device logicals. Conducts load balancing efforts to achieve optimum device utilization and network performance. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network. Works with customer and operations staff in scheduling preventative and emergency maintenance activities. Performs system backups and data recovery. May serve as task leader on one or more delivery orders.

**TOTAL EXPERIENCE:** Five (5) years experience in one or more of the following areas: data communications engineering, data communications hardware or software analysis, network administration or management, or data communication equipment installation and maintenance. This person may serve as a task leader on one or more delivery orders. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Technology, Engineering, or a related discipline. If applicable, shall be certified as a network engineer for the specific network operating system as defined in the Government task request. Certification criteria is determined by the network operating system vendor.

**PC SOFTWARE SPECIALIST.**

**DUTIES:** Responds to user calls referred by the Help Desk. Diagnoses end-user equipment and software problems. Assists users with PC applications such as word processors, spreadsheets, database management systems and electronic mail. Configures, installs and supports PCs and externally connected peripherals and associated data communications equipment. Troubleshoots and provides problem resolution for PC and data communications hardware. Adds or replaces boards, batteries, disks drives, and other PC components. Installs and relocates end-user devices. Adds and trains new users. Performs backups and data recovery. Works independently.

**TOTAL EXPERIENCE:** Three (3) years experience installation, operation, troubleshooting and maintenance of ADP equipment (e.g., personal computers, laptops, minicomputers, printers, monitors, modems, etc.) and resolving desktop application problems.

**EDUCATIONAL REQUIREMENTS:** An Associate's degree from an accredited college or university in a related field; or Technical School certificate of completion in the data communications field; or the equivalent military training.

**PC TECHNICIAN.**

**DUTIES:** Responds to user calls referred by the Help Desk. Diagnoses end-user equipment problems. Installs and relocates end-user devices. Adds or exchanges externally connected PC accessories and data communications equipment.

Troubleshoots and provides problem resolution for PC and data communications hardware. Adds or replaces boards, batteries, disks drives, and other PC components. Repairs and services end-user equipment. Performs board-level maintenance and swap out of component parts for ADPE, including PCs, printers, plotters, etc. Performs tests to locate problems using diagnostic software and electronic test equipment. Repairs/replaces broken or non-functional parts that prevent proper operation of mechanical devices. Tests ADPE to validate functionality. Installs/relocates hardware and software at a designated location and assists users with initial operating instructions. Works independently.

**TOTAL EXPERIENCE:** Three (3) years experience in the installation, operation, troubleshooting and maintenance of ADP equipment (e.g., personal computers, laptops, minicomputers, printers, monitors, modems, etc.).

**EDUCATIONAL REQUIREMENTS:** An Associate's degree from an accredited college or university in a related field or Technical School certificate of completion in the data communications field; or the equivalent military training.

**DATA BASE ADMINISTRATOR.**

**DUTIES:** Specifies proper types of files organization, indexing methods, and security procedures. Advises contractor project teams on the design of complex data bases (e.g., schema and subschema details). Defines specialized aspects of user's data base administrator documentation. Performs detailed comparisons of various data base systems. Performs duties in a complex, distributed, heterogeneous computing environment, which may involve different types of hardware platforms, operating systems applications, and network environments. Provides expertise in data storage systems. Develops backup and archival policies and procedures. Configures storage systems software to meet requirements. Performs administration tasks (installing, maintaining, monitoring, recovering, rebuilding, upgrading, patching and performance tuning). Implements software solutions for performance enhancement, operator interface, and increased user capability.

**TOTAL EXPERIENCE:** Five (5) years specific experience specializing in database management.

**EDUCATIONAL REQUIREMENTS:** A Bachelor's degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

**TECHNICAL WRITER.**

**DUTIES:** Prepares and edits IT/ADP documentation, user manuals, technical reports, training courses and procedures, incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Must have a substantial knowledge of the capabilities of computer systems. Duties include writing, editing, and graphic presentation of technical information for both technical and non-technical personnel. Interprets technical documentation standards and prepares documentation according to standards. Must be capable of working independently. This category provides incidental support for other approved requirements.

**TOTAL EXPERIENCE:** Four (4) years of technical writing or documentation experience. One (1) year of specialized ADP technical documentation experience.

**EDUCATIONAL REQUIREMENTS:** An Associate's degree from an accredited college or university or two (2) years of college or university study in a related discipline.

**HELP DESK/CUSTOMER SERVICE SUPPORT.**

**DUTIES:** Answers user's calls, records all necessary information, and follows problem through to resolution. Offers assistance over the phone, providing assistance with applications software and providing limited user training. Assigns problems that cannot be resolved over the phone to the appropriate technician for resolution. Logs and reports data on the number and types of calls received.

**TOTAL EXPERIENCE:** Three (3) years experience in a business ADP environment with emphasis on microcomputer hardware and applications. One (1) year of specific experience in applications support, hardware/software analysis, network administration, computer systems administration, diagnostic troubleshooting of computer systems peripherals and associated devices or communication media as specified in the delivery order.

**EDUCATIONAL REQUIREMENTS:** High school diploma.

**SENIOR COMMUNICATIONS OPERATOR.**

**DUTIES:** Supervises, monitors and maintains communications network operations. Identifies processing requirements and schedules job streams. Must have a thorough knowledge of the capabilities of applicable computer hardware configurations. Establishes, modifies, and deletes user accounts according to Government approved procedures. Must be familiar with all operating procedures.

**TOTAL EXPERIENCE:** Three (3) years experience in planning, organizing, directing, and controlling all functions of computer systems operations and providing customer support. This person may serve as a task leader on one or more delivery



orders. Task leaders must have supervisory or project leader experience that demonstrates an individual's ability to accomplish projects/tasks through others.

**EDUCATIONAL REQUIREMENTS:** An Associate's degree from an accredited college or university in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline, or a high school diploma and two (2) years additional technical training in a related field.

**COMMUNICATIONS OPERATOR.**

**DUTIES:** Monitors and maintains communications network operations, conforming to site specific operating procedures. Must be familiar with all normal operating procedures.

**TOTAL EXPERIENCE:** One (1) year experience operating computer systems.

**EDUCATIONAL REQUIREMENTS:** High school diploma.

**DATA CONTROL CLERK (DOL Wage Determination Category #03043 - Computer Operator III).**

**DUTIES:** Performs various functions supporting the operation of an ADP installation including scheduling operations, data review and preparation, tape library control, distribution of ADP system reports, etc.

**TOTAL EXPERIENCE:** One (1) year of experience in data/production control operations for an IS installation.

**EDUCATIONAL REQUIREMENTS:** A high school diploma.



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Appendix C

WAGE DETERMINATION NO: 94-2419 REV (14) AREA: OH, DAYTON

WAGE DETERMINATION NO: 94-2419 REV (14) AREA: OH, DAYTON  
 \*\*\*FOR OFFICIAL USE ONLY BY FEDERAL AGENCIES PARTICIPATING IN MOU WITH DOL\*\*\*  
 REGISTER OF WAGE DETERMINATION UNDER U.S. DEPARTMENT OF LABOR  
 THE SERVICE CONTRACT ACT EMPLOYMENT STANDARDS ADMINISTRATION  
 By direction of the Secretary of Labor : WAGE AND HOUR DIVISION  
 Washington, D.C. 20210

Division of Wage Determinations Wage Determination No.: 94-2419  
 Date of Last Revision: 05/27/1999

State(s): Indiana, Ohio

Areas: Indiana COUNTIES OF Randolph, Union, Wayne  
 Ohio COUNTIES OF Champaign, Clark, Clinton, Darke, Greene, Logan,  
 Miami, Montgomery, Preble, Shelby

\*\* Fringe Benefits Required For All Occupations Included In  
 This Wage Determination Follow The Occupational Listing \*\*

OCCUPATION CODE AND TITLE	MINIMUM HOURLY WAGE
Administrative Support and Clerical Occupations:	
01011 Accounting Clerk I	\$ 9.23
01012 Accounting Clerk II	\$ 9.63
01013 Accounting Clerk III	\$ 11.26
01014 Accounting Clerk IV	\$ 14.05
01030 Court Reporter	\$ 11.63
01050 Dispatcher, Motor Vehicle	\$ 13.31
01060 Document Preparation Clerk	\$ 9.99
01070 Messenger (Courier)	\$ 8.04
01090 Duplicating Machine Operator	\$ 9.99
01110 Film/Tape Librarian	\$ 9.93
01115 General Clerk I	\$ 7.80
01116 General Clerk II	\$ 8.12
01117 General Clerk III	\$ 9.62
01118 General Clerk IV	\$ 11.52
01120 Housing Referral Assistant	\$ 14.17
01131 Key Entry Operator I	\$ 8.36
01132 Key Entry Operator II	\$ 10.84
01191 Order Clerk I	\$ 8.08
01192 Order Clerk II	\$ 11.28
01261 Personnel Assistant (Employment) I	\$ 6.37
01262 Personnel Assistant (Employment) II	\$ 9.40
01263 Personnel Assistant (Employment) III	\$ 11.78
01264 Personnel Assistant (Employment) IV	\$ 13.12
01270 Production Control Clerk	\$ 15.13
01290 Rental Clerk	\$ 10.65
01300 Scheduler, Maintenance	\$ 10.65
01311 Secretary I	\$ 10.65
01312 Secretary II	\$ 12.48
01313 Secretary III	\$ 14.17
01314 Secretary IV	\$ 17.38
01315 Secretary V	\$ 19.29
01320 Service Order Dispatcher	\$ 11.36
01341 Stenographer I	\$ 8.85
01342 Stenographer II	\$ 10.59
01400 Supply Technician	\$ 17.38
01420 Survey Worker (Interviewer)	\$ 11.63
01460 Switchboard Operator-Receptionist	\$ 8.28

01510 Test Examiner	\$ 12.43
01520 Test Proctor	\$ 12.48
01531 Travel Clerk I	\$ 8.60
01532 Travel Clerk II	\$ 9.17
01533 Travel Clerk III	\$ 9.73
01611 Word Processor I	\$ 10.50
01612 Word Processor II	\$ 11.83
01613 Word Processor III	\$ 13.22
Automatic Data Processing Occupations:	
03010 Computer Data Librarian	\$ 9.57
03041 Computer Operator I	\$ 9.57
03042 Computer Operator II	\$ 10.75
03043 Computer Operator III	\$ 13.53
03044 Computer Operator IV	\$ 16.05
03045 Computer Operator V	\$ 17.77
03071 Computer Programmer I 1/	\$ 16.17
03072 Computer Programmer II 1/	\$ 19.45
03073 Computer Programmer III 1/	\$ 22.46
03074 Computer Programmer IV 1/	\$ 26.89
03101 Computer Systems Analyst I 1/	\$ 22.06
03102 Computer Systems Analyst II 1/	\$ 24.71
03103 Computer Systems Analyst III 1/	\$ 27.62
03160 Peripheral Equipment Operator	\$ 11.01
Automotive Service Occupations:	
05005 Automobile Body Repairer, Fiberglass	\$ 17.89
05010 Automotive Glass Installer	\$ 16.56
05040 Automotive Worker	\$ 16.56
05070 Electrician, Automotive	\$ 17.24
05100 Mobile Equipment Servicer	\$ 15.24
05130 Motor Equipment Metal Mechanic	\$ 17.89
05160 Motor Equipment Metal Worker	\$ 16.56
05190 Motor Vehicle Mechanic	\$ 16.79
05220 Motor Vehicle Mechanic Helper	\$ 14.58
05250 Motor Vehicle Upholstery Worker	\$ 15.90
05280 Motor Vehicle Wrecker	\$ 16.56
05310 Painter, Automotive	\$ 17.24
05340 Radiator Repair Specialist	\$ 16.56
05370 Tire Repairer	\$ 15.24
05400 Transmission Repair Specialist	\$ 17.89
Food Preparation and Service Occupations:	
07010 Baker	\$ 11.01
07041 Cook I	\$ 10.19
07042 Cook II	\$ 11.01
07070 Dishwasher	\$ 8.53
07100 Food Service Worker (Cafeteria Worker)	\$ 8.53
07130 Meat Cutter	\$ 11.01
07250 Waiter/Waitress	\$ 8.91
Furniture Maintenance and Repair Occupations:	
09010 Electrostatic Spray Painter	\$ 17.24
09040 Furniture Handler	\$ 13.27
09070 Furniture Refinisher	\$ 17.24
09100 Furniture Refinisher Helper	\$ 14.58
09110 Furniture Repairer, Minor	\$ 15.90
09130 Upholsterer	\$ 17.24
General Service and Support Occupations:	
11030 Cleaner, Vehicles	\$ 8.53
11060 Elevator Operator	\$ 8.53
11090 Gardener	\$ 10.19
11121 Housekeeping Aide I	\$ 7.89
11122 Housekeeping Aide II	\$ 8.96
11150 Janitor	\$ 8.96
11210 Laborer, Grounds Maintenance	\$ 8.99
11240 Maid or Houseman	\$ 7.89
11270 Pest Controller	\$ 10.92
11300 Refuse Collector	\$ 9.81

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11330 Tractor Operator	\$ 8.91
11360 Window Cleaner	\$ 9.44
Health Occupations:	
12020 Dental Assistant	\$ 10.16
12040 Emergency Medical Technician/Paramedic Ambulance Driver	\$ 13.36
12071 Licensed Practical Nurse I	\$ 12.23
12072 Licensed Practical Nurse II	\$ 13.72
12073 Licensed Practical Nurse III	\$ 15.35
12100 Medical Assistant	\$ 9.44
12130 Medical Laboratory Technician	\$ 10.44
12160 Medical Record Clerk	\$ 10.30
12190 Medical Record Technician	\$ 12.58
12221 Nursing Assistant I	\$ 6.59
12222 Nursing Assistant II	\$ 7.41
12223 Nursing Assistant III	\$ 8.09
12224 Nursing Assistant IV	\$ 9.08
12250 Pharmacy Technician	\$ 11.32
12280 Phlebotomist	\$ 9.82
12311 Registered Nurse I	\$ 14.69
12312 Registered Nurse II	\$ 17.92
12313 Registered Nurse II, Specialist	\$ 17.92
12314 Registered Nurse III	\$ 21.68
12315 Registered Nurse III, Anesthetist	\$ 21.68
12316 Registered Nurse IV	\$ 25.98
Information and Arts Occupations:	
13002 Audiovisual Librarian	\$ 17.35
13011 Exhibits Specialist I	\$ 14.70
13012 Exhibits Specialist II	\$ 19.53
13013 Exhibits Specialist III	\$ 21.85
13041 Illustrator I	\$ 14.70
13042 Illustrator II	\$ 19.53
13043 Illustrator III	\$ 21.85
13047 Librarian	\$ 19.26
13050 Library Technician	\$ 11.63
13071 Photographer I	\$ 12.88
13072 Photographer II	\$ 14.70
13073 Photographer III	\$ 19.53
13074 Photographer IV	\$ 21.85
13075 Photographer V	\$ 25.02
Laundry, Drycleaning, Pressing and Related Occups:	
15010 Assembler	\$ 6.23
15030 Counter Attendant	\$ 6.23
15040 Dry Cleaner	\$ 8.21
15070 Finisher, Flatwork, Machine	\$ 6.23
15090 Presser, Hand	\$ 6.23
15100 Presser, Machine, Drycleaning	\$ 6.23
15130 Presser, Machine, Shirts	\$ 6.23
15160 Presser, Machine, Wearing Apparel, Laundry	\$ 6.23
15190 Sewing Machine Operator	\$ 8.84
15220 Tailor	\$ 9.46
15250 Washer, Machine	\$ 6.89
Machine Tool Operation and Repair Occupations:	
19010 Machine-Tool Operator (Toolroom)	\$ 17.62
19040 Tool and Die Maker	\$ 21.92
Materials Handling and Packing Occupations:	
21010 Fuel Distribution System Operator	\$ 16.19
21020 Material Coordinator	\$ 17.47
21030 Material Expediter	\$ 17.47
21040 Material Handling Laborer	\$ 14.95
21050 Order Filler	\$ 10.38
21071 Forklift Operator	\$ 14.93
21080 Production Line Worker (Food Processing)	\$ 13.78
21100 Shipping/Receiving Clerk	\$ 12.28
21130 Shipping Packer	\$ 12.28
21140 Store Worker I	\$ 11.66

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21150 Stock Clerk (Shelf Clerk) Store Worker II	\$ 13.43
21210 Tools and Parts Attendant	\$ 14.07
21400 Warehouse Specialist	\$ 14.07
<b>Mechanics and Maintenance and Repair Occupations:</b>	
23010 Aircraft Mechanic	\$ 17.89
23040 Aircraft Mechanic Helper	\$ 14.58
23050 Aircraft Quality Control Inspector	\$ 16.52
23060 Aircraft Servicer	\$ 15.90
23070 Aircraft Worker	\$ 15.56
23100 Appliance Mechanic	\$ 17.24
23120 Bicycle Repairer	\$ 15.24
23125 Cable Splicer	\$ 17.89
23130 Carpenter, Maintenance	\$ 17.24
23140 Carpet Layer	\$ 16.56
23160 Electrician, Maintenance	\$ 17.66
23181 Electronics Technician, Maintenance I	\$ 11.43
23182 Electronics Technician, Maintenance II	\$ 16.83
23183 Electronics Technician, Maintenance III	\$ 17.60
23260 Fabric Worker	\$ 15.90
23290 Fire Alarm System Mechanic	\$ 17.89
23310 Fire Extinguisher Repairer	\$ 15.24
23340 Fuel Distribution System Mechanic	\$ 17.89
23370 General Maintenance Worker	\$ 16.56
23400 Heating, Refrigeration and Air-Conditioning Mechanic	\$ 17.89
23430 Heavy Equipment Mechanic	\$ 17.89
23440 Heavy Equipment Operator	\$ 17.89
23460 Instrument Mechanic	\$ 17.89
23470 Laborer	\$ 9.81
23500 Locksmith	\$ 17.24
23530 Machinery Maintenance Mechanic	\$ 21.98
23550 Machinist, Maintenance	\$ 16.79
23580 Maintenance Trades Helper	\$ 14.58
23640 Millwright	\$ 20.42
23700 Office Appliance Repairer	\$ 17.24
23740 Painter, Aircraft	\$ 17.24
23760 Painter, Maintenance	\$ 17.24
23790 Pipefitter, Maintenance	\$ 19.21
23800 Plumber, Maintenance	\$ 18.51
23820 Pneumatic Systems Mechanic	\$ 17.89
23850 Rigger	\$ 17.89
23870 Scale Mechanic	\$ 16.56
23990 Sheet-Metal Worker, Maintenance	\$ 17.89
23910 Small Engine Mechanic	\$ 16.56
23930 Telecommunications Mechanic I	\$ 17.89
23931 Telecommunications Mechanic II	\$ 20.03
23950 Telephone Lineman	\$ 17.89
23960 Welder, Combination, Maintenance	\$ 17.89
23965 Well Driller	\$ 17.89
23970 Woodcraft Worker	\$ 17.89
23980 Woodworker	\$ 15.24
<b>Personal Needs Occupations:</b>	
24570 Child Care Attendant	\$ 8.83
24580 Child Care Center Clerk	\$ 11.82
24600 Chores Aide	\$ 8.83
24630 Homemaker	\$ 12.61
<b>Plant and System Operation Occupations:</b>	
25010 Boiler Tender	\$ 17.89
25040 Sewage Plant Operator	\$ 17.24
25070 Stationary Engineer	\$ 19.18
25190 Ventilation Equipment Tender	\$ 16.10
25210 Water Treatment Plant Operator	\$ 17.24
<b>Protective Service Occupations:</b>	
27004 Alarm Monitor	\$ 12.82
27006 Corrections Officer	\$ 13.51
27010 Court Security Officer	\$ 15.02

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27040 Detention Officer	\$ 15.02
27070 Firefighter	\$ 14.63
27101 Guard I	\$ 7.90
27102 Guard II	\$ 12.36
27130 Police Officer	\$ 17.48
Stevedoring/Longshoremen Occupational Services:	
28010 Blocker and Bracer	\$ 15.65
28020 Hatch Tender	\$ 15.86
28030 Line Handler	\$ 15.86
28040 Stevedore I	\$ 15.04
28050 Stevedore II	\$ 16.31
Technical Occupations:	
29010 Air Traffic Control Specialist, Center 2/	\$ 25.08
29011 Air Traffic Control Specialist, Station 2/	\$ 17.30
29012 Air Traffic Control Specialist, Terminal 2/	\$ 19.05
29023 Archeological Technician I	\$ 14.09
29024 Archeological Technician II	\$ 15.78
29025 Archeological Technician III	\$ 19.53
29030 Cartographic Technician	\$ 19.53
29035 Computer Based Training (CBT) Specialist/Instructor	\$ 24.56
29040 Civil Engineering Technician	\$ 19.53
29061 Drafter I	\$ 12.77
29062 Drafter II	\$ 14.35
29063 Drafter III	\$ 16.38
29064 Drafter IV	\$ 21.76
29081 Engineering Technician I	\$ 11.08
29082 Engineering Technician II	\$ 12.45
29083 Engineering Technician III	\$ 16.78
29084 Engineering Technician IV	\$ 18.04
29085 Engineering Technician V	\$ 22.00
29086 Engineering Technician VI	\$ 26.69
29090 Environmental Technician	\$ 19.01
29100 Flight Simulator/Instructor (Pilot)	\$ 24.89
29150 Graphic Artist	\$ 19.70
29160 Instructor	\$ 22.05
29210 Laboratory Technician	\$ 15.56
29240 Mathematical Technician	\$ 18.00
29361 Paralegal/Legal Assistant I	\$ 11.63
29362 Paralegal/Legal Assistant II	\$ 16.20
29363 Paralegal/Legal Assistant III	\$ 19.76
29364 Paralegal/Legal Assistant IV	\$ 23.98
29390 Photocopying Technician	\$ 18.42
29480 Technical Writer	\$ 26.16
29491 Unexploded Ordnance Technician I	\$ 15.94
29492 Unexploded Ordnance Technician II	\$ 19.29
29493 Unexploded Ordnance Technician III	\$ 23.12
29494 Unexploded Safety Escort	\$ 15.94
29495 Unexploded Sweep Personnel	\$ 15.94
29620 Weather Observer, Senior 3/	\$ 15.02
29621 Weather Observer, Combined Upper Air & Surface Programs 3/	\$ 13.53
29622 Weather Observer, Upper Air 3/	\$ 13.53
Transportation/Mobile Equipment Operation Occups:	
31030 Bus Driver	\$ 12.21
31260 Parking and Lot Attendant	\$ 7.33
31290 Shuttle Bus Driver	\$ 11.32
31300 Taxi Driver	\$ 9.07
31361 Truckdriver, Light Truck	\$ 10.24
31362 Truckdriver, Medium Truck	\$ 12.19
31363 Truckdriver, Heavy Truck	\$ 12.44
31364 Truckdriver, Tractor-Trailer	\$ 16.15
Miscellaneous Occupations:	
99020 Animal Caretaker	\$ 9.39
99030 Cashier	\$ 7.21
99041 Carnival Equipment Operator	\$ 11.40
99042 Carnival Equipment Repairer	\$ 11.72

99043 Carnival Worker	\$ 9.80
99050 Desk Clerk	\$ 8.83
99095 Embalmer	\$ 12.00
99300 Lifeguard	\$ 8.38
99310 Mortician	\$ 20.70
99350 Park Attendant (Aide)	\$ 10.52
99400 Photofinishing Worker (Photo Lab Tech., Darkroom Tech.)	\$ 9.05
99500 Recreation Specialist	\$ 12.24
99510 Recycling Worker	\$ 11.25
99610 Sales Clerk	\$ 7.87
99620 School Crossing Guard (Crosswalk Attendant)	\$ 6.53
99630 Sports Official	\$ 9.38
99658 Survey Party Chief (Chief of Party)	\$ 15.50
99659 Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	\$ 12.17
99660 Surveying Aide	\$ 7.95
99690 Swimming Pool Operator	\$ 11.21
99720 Vending Machine Attendant	\$ 9.78
99730 Vending Machine Repairer	\$ 11.01
99740 Vending Machine Repairer Helper	\$ 9.78

**\*\* Fringe Benefits Required For All Occupations Included In  
This Wage Determination \*\***

**HEALTH & WELFARE:** \$1.63 an hour or \$65.20 a week or \$282.53 a month.  
**VACATION:** 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years; 4 weeks after 15 years. Length of service includes the whole span or continuous service with the present contractor or successor, wherever employed, and with predecessor contractors in the performance of similar work at the same Federal facility. (See 29 CFR 4.173)  
**HOLIDAYS:** A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved. (See 29CFR 4.174)

1/ Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See 29 CFR 4.156)

2/ **APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL:** An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3/ **WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY:** If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employee (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to

reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$4.25 per week (or \$0.85 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**\*\* NOTES APPLYING TO THIS WAGE DETERMINATION \*\***

**Source of Occupational Titles and Descriptions:**

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Second Supplement, dated August 1995, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

**REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE**  
(Standard Form 1444 (SF 1444))

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. (See Section 4.6 (C)(vi))

When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE; for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 10 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for



review. (See section 16(b)(2) of Regulations 29 CFR. Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.



## Wright-Patterson AFB Information Technology Support (WITS)

### Alternative Dispute Resolution Memorandum of Agreement Between

Wright-Patterson Air Force Base (WPAFB)  
and

RS Information Systems, Inc.

1. Wright-Patterson Air Force Base (WPAFB), and RS Information Systems, Inc. (collectively the Parties) have entered into contract(s) F33601-00-D-P001 to acquire Wright-Patterson Information Technology Support (WITS). The Parties share the objective of providing host and tenant organizations located at WPAFB and associated remote sites with cost-effective information technology services. This (These) contract(s) contain(s) the "Disputes" clause (52.233-1) to implement the Contract Disputes Act of 1978. However, as contemplated by FAR 32.214, the parties also recognize that Alternative Dispute Resolution (ADR) procedures involving collaborative techniques can be used as an alternative to Disputes Clause procedures in order to avoid the disruption and high cost of litigation which detracts from mission accomplishment.
2. The Parties agree that they will try to resolve all issues in controversy arising under or related to the contract by negotiation and mutual agreement at the contracting officer's level. If negotiations reach an impasse, the parties agree to use to the maximum extent feasible one or more of the ADR processes contemplated by FAR 32.2 to reduce or eliminate the need for litigation. The Parties further agree that any ADR process must be structured to allow sufficient time to exchange and analyze any information necessary to obtain and justify a settlement.
3. Consistent with FAR 33.214, in cases where the parties decide to use ADR, the parties will prepare and agree to a specific, written ADR agreement appropriate to the controversy, before the ADR process begins. The agreement should normally address the following (as appropriate): authorized representatives for each party; ADR techniques and processes to be utilized and procedures to be followed; methods for the exchange of information; a schedule and procedures for any discovery proceedings, including how to limit discovery/factual exchange; appointment and payment of neutrals; whether and to what extent to stay or suspend any pending litigation; possible audit requirements; confidentiality, at what point the parties will begin negotiations; and a provision for termination of the agreement.

4. If the contracting officer rejects a contractor's request to use ADR proceedings, the contracting officer shall provide the contractor a written explanation citing one or more of the conditions in 5 U.S.C. 572(b) or such other specific reasons that ADR procedures are inappropriate for the resolution of the dispute. See 41 U.S.C. 605(e) & FAR 33.214(b). In any case where a contractor rejects the government's request to use ADR proceedings, the contractor shall inform the agency in writing of the contractor's specific reasons for rejecting the request.

5. It is not the intent of the parties that this agreement alter, supplement or deviate from the terms and conditions of any contract(s) between the parties, or the legal rights and obligations of the parties set forth therein. Any changes to those contract(s) must be executed in writing by authorized contracting officials.

6. In the event either party believes a particular issue is not well-suited to ADR, or is dissatisfied with progress being made in a particular ADR proceeding, that party may, after good faith efforts to resolve the issue, elect to abandon the ADR process and proceed as otherwise provided under contract, regulation or statute. Nothing in this Agreement shall be deemed to prevent either party from preserving and exercising its legal rights and remedies during the ADR process.

System Program Director

Date

*Cynthia Schuebald*

12/16/2000

Contracting Officer

Date

*Scott Ormery*

12/16/1999

Contractor Program Director

Date

*Robert J. Hill*

12/16/99

Contractor Director of Contracts

Date

# AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1 OF CT ID CODE PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO. PO0001	3. EFFECTIVE DATE 04/18/00	4. REQUISITION/PURCHASE REQ NO. N/A	5. PROJECT NO. (If applicable) 1 3
6. ISSUED BY DEPARTMENT OF THE AIR FORCE ASC/PKWI AREA C BLDG 1 RM 111 1940 ALLBROOK DRIVE, SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309	CODE FY1294	7. ADMINISTERED BY (If other than Item 6) DCMC, BALTIMORE 217 E. REDWOOD STREET, SUITE 1800 BALTIMORE, MD 21202-5299 (410) 962 9904	CODE S2404A

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

RS Information Systems, Inc. (RSIS) (703) 734-7800  
1651 Old Meadow Road, 5th Floor  
McLean, VA 22102-4308

9A. AMENDMENT OF SOLICITATION NO.
9B. DATED (SEE ITEM 11)
10A. MODIFICATION OF CONTRACT/ORDER NO.
X F33601-00-D-P001
10B. DATED (SEE ITEM 13)
04/18/00

CODE OZ4U5 FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  
Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (If required)

## 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(a) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF
X D. OTHER (Specify type of modification and authority) UNILATERAL

E. IMPORTANT: Contractor ☒ Is not. ☐ Is required to sign this document and return copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

POC: J. TRAYLOR  
PHONE: (937) 257 6721 EXT. 4425

SEE PAGE 2 OF 2

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16A. NAME AND TITLE OF SIGNER (Type or print) CYNTHIA SCHWEIBOLD	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED APR 18 2000
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

Created using Platform Pro software.

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

A. THE PURPOSE OF THIS MODIFICATION IS AS FOLLOWS:

B. THE FOLLOWING CLAUSE DATES ARE REVISED:

**FROM:**

I-547	52.243-1	CHANGES—FIXED-PRICE—ALTERNATE I (IAW FAR 43.205(a)(3))	AUG 1987
I-671	52.248-1	VALUE ENGINEERING (DEVIATION) (IAW FAR 48.201(b), and DDP Memo dated 10 Jun 99, DAR Tracking #99-00008)	MAR 1989

**TO:**

I-547	52.243-1	CHANGES—FIXED-PRICE—ALTERNATE I (IAW FAR 43.205(a)(3))	APR 1984
I-671	52.248-1	VALUE ENGINEERING (DEVIATION) (IAW FAR 48.201(b), and DDP Memo dated 10 Jun 99, DAR Tracking #99-00008)	FEB 2000

C. THE FOLLOWING CLAUSE IS HEREBY DELETED:

I-210. 52.219-4 NOTICE OF PRICE EVALUATION PREFERENCE FOR HUBZone SMALL BUSINESS CONCERNS  
(IAW FAR 19.1305(b))  
(c) Waiver of evaluation preference.  
( ) Offeror elects to waive the evaluation preference. JAN 1999

D. PART III, SECTION I, LIST OF ATTACHMENTS, IS REVISED AS FOLLOWS:

**FROM:**

<u>FORM NR</u>	<u>TITLE</u>	<u>DATE</u>	<u># PAGES</u>
DD Form 1423	Exhibit 1, Contract Data Requirements List	19 JUL 99	6
DD Form 254	Exhibit 2, Contract Security Classification Specification	10 AUG 99	8
Appendix A	Statement of Objectives	6 DEC 99	4
Appendix B	Labor Category Descriptions	24 NOV 99	5
Appendix C	Wage Determination 94-2419 REV(14)	27 MAY 99	8
Appendix D	Loaded Labor Rate Chart	(Unknown-dated by Offeror)	1
Appendix E	Alternate Disputes Resolution Memorandum of Agreement	(Unknown-dated by Offeror)	2
Atch I	Section I	10 Nov 99	38
Atch 2	Section M	10 Nov 99	6

**TO:**

<u>FORM NR</u>	<u>TITLE</u>	<u>DATE</u>	<u># PAGES</u>
DD Form 1423	Exhibit 1, Contract Data Requirements List	19 JUL 99	6
DD Form 254	Exhibit 2, Contract Security Classification Specification	10 AUG 99	8
Appendix A	Statement of Objectives	6 DEC 99	4
Appendix B	Labor Category Descriptions	24 NOV 99	5
Appendix C	Wage Determination 94-2419 REV(14)	27 MAY 99	8
Appendix D	Loaded Labor Rate Chart	15 DEC 99	1
Appendix E	Alternate Disputes Resolution Memorandum of Agreement	18 APR 00	2
Appendix F	RS Information Systems, Inc. CSOW	15 DEC 99	23

F. RS INFORMATION SYSTEMS, INC. CONTRACTOR STATEMENT OF WORK (CSOW), DATED 15 DEC 99, IS HEREBY INCORPORATED INTO THE SUBJECT CONTRACT AS APPENDIX F.

- F. PART IV, SECTION K, REPRESENTATIONS AND INSTRUCTIONS, PAGES 19 THROUGH 21 OF THE CONTRACT HAVE BEEN PHYSICALLY REMOVED.
- G. ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.

AMENDMENT OF SOLICITATION/MODIFICATION		CONTRACT		1. CONTRACT ID CODE J		PAGE OF PAGES 1 02		
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE 00JUN02		4. REQUISITION/PURCHASE REQ. NO. (SEE SCHEDULE)		5. PROJECT NO. (If applicable)		
6. ISSUED BY ASC/PKWO BLDG 1 1940 ALLBROOK DR STE 3 WRIGHT-PATTERSON AFB OH 45433-5709		CODE FY1294		7. ADMINISTERED BY (If other than Item 6) DCMC, BALTIMORE 217 E. REDWOOD STREET, SUITE 1800 BALTIMORE, MD 21202-5299		CODE S2404A		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip code)  RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD, 4TH FLOOR MCLEAN VA 22102-4308  CODE 024U59      1 FACILITY CODE				(x)				9A. AMENDMENT OF SOLICITATION NO.
				9B. DATED (See item 11)				
				10A. MODIFICATION OF CONTRACT/ORDER NO. X      F33601Q00DF001				
				10B. DATED (See item 13) 00APR18				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS								
The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended,    is not extended.								
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning      copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.								
12. ACCOUNTING AND APPROPRIATION DATA (If required)								
N/A								
CODE: HQ0338								
NO CHG      .00								
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. DESCRIBED IN ITEM 14.								
(x) 1A. This change order is issued pursuant to: (Specify Authority) The changes set forth in item 14 are made in the contract order no in item 10A.								
1B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in Item 14 pursuant to the authority of FAR 43.103(b).								
1C. This supplemental agreement is entered in pursuant to authority of:								
1D. Other (Specify type of modification and authority) X      UNILATERAL								
E. IMPORTANT: Contractor (X) is not,    is required to sign this document and return      copies to the issuing office.								
14. Description of amendment/modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  POC: J. TRAYLOR PHONE: 9372576721 X4425  SEE SCHEDULE								
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.								
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)				
				CYNTHIA SCHWABOLD				
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED		
(Signature of person authorized to sign)				BY <i>Cynthia Schwabold</i> (Signature of Contracting Officer)		7 Jun 02		

A. THE PURPOSE OF THIS MODIFICATION IS AS FOLLOWS:

B. PART III, SECTION J, LIST OF ATTACHMENTS, IS REVISED AS FOLLOWS:

**FROM:**

<u>FORM NR</u>	<u>TITLE</u>	<u>DATE</u>	<u># PAGES</u>
DD Form 1423	Exhibit 1, Contract Data Requirements List	19 JUL 99	6
DD Form 254	Exhibit 2, Contract Security Classification Specification	10 AUG 99	8
Appendix A	Statement of Objectives	6 DEC 99	4
Appendix B	Labor Category Descriptions	24 NOV 99	5
Appendix C	Wage Determination 94-2419 REV(14)	27 MAY 99	8
Appendix D	Loaded Labor Rate Chart	16 DEC 99	1
Appendix E	Alternate Disputes Resolution Memorandum of Agreement	18 APR 00	2
Appendix F	Multimax, Inc. CSOW	17 DEC 99	11

**TO:**

<u>FORM NR</u>	<u>TITLE</u>	<u>DATE</u>	<u># PAGES</u>
DD Form 1423	Exhibit 1, Contract Data Requirements List	19 JUL 99	6
DD Form 254	Exhibit 2, Contract Security Classification Specification	01 JUN 00	7
Appendix A	Statement of Objectives	6 DEC 99	4
Appendix B	Labor Category Descriptions	24 NOV 99	5
Appendix C	Wage Determination 94-2419 REV(14)	27 MAY 99	8
Appendix D	Loaded Labor Rate Chart	16 DEC 99	1
Appendix E	Alternate Disputes Resolution Memorandum of Agreement	18 APR 00	2
Appendix F	Multimax, Inc. CSOW	17 DEC 99	11

C. ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.



**DEPARTMENT OF DEFENSE  
CONTRACT SECURITY CLASSIFICATION SPECIFICATION**  
*(The requirements of the DoD Industrial Security Manual apply  
to all security aspects of this effort.)*

**7. CLEARANCE AND SAFEGUARDING**

a. FACILITY CLEARANCE REQUIRED

**TOP SECRET**

b. LEVEL OF SAFEGUARDING REQUIRED

N/A

**2. THIS SPECIFICATION IS FOR: (X and complete as applicable)**

<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER <b>F33601-00-D-P001</b>	Exp Date: <b>05-05-31</b>
	b. SUBCONTRACT NUMBER	
	c. SOLICITATION OR OTHER NUMBER	DUE DATE (YYYYMMDD)

**3. THIS SPECIFICATION IS: (X and complete as applicable)**

<input checked="" type="checkbox"/>	a. ORIGINAL (Complete date in all cases)	DATE (YYYYMMDD) <b>20000601</b>
	b. REVISED (Supersedes all previous specs)	REVISION NO. DATE (YYYYMMDD)
	c. FINAL (Complete item 6 in all cases)	DATE (YYYYMMDD)

**4. IS THIS A FOLLOW-ON CONTRACT?** ☐ YES ☒ NO. If Yes, complete the following:  
Classified material received or generated under \_\_\_\_\_ (Preceding Contract Number) is transferred to this follow-on contract.

**5. IS THIS A FINAL DD FORM 254?** ☐ YES ☒ NO. If Yes, complete the following:  
In response to the contractor's request dated \_\_\_\_\_, retention of the classified material is authorized for the period of \_\_\_\_\_.

**6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)**

a. NAME, ADDRESS, AND ZIP CODE <b>RS Information Systems, Inc 1651 Old Meadow Road, Suite 505 McLean, VA 22104-4308</b>	b. CAGE CODE <b>0Z4U5</b>	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>DSS Greater DC/Baltimore (ODC) 1235 Jefferson Davis Hwy, Suite 210 Arlington, VA 22202-3283</b>
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**7. SUBCONTRACTOR**

a. NAME, ADDRESS, AND ZIP CODE <b>N/A</b>	b. CAGE CODE <b>N/A</b>	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>
--	----------------------------	--

**8. ACTUAL PERFORMANCE**

a. LOCATION <b>N/A</b>	b. CAGE CODE <b>N/A</b>	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>
---------------------------	----------------------------	--

**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**

Computer Support for WPAFB organizations.

**10. CONTRACTOR WILL REQUIRE ACCESS TO:**

	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. INTELLIGENCE INFORMATION	<input type="checkbox"/>	<input type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(2) Non-SCI	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>
k. OTHER (Specify)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:**

	YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input type="checkbox"/>
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. BE AUTHORIZED TO USE THE SERVICES OF OFFENSE TECHNICAL INFORMATION CENTER (OTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. HAVE TEMPEST REQUIREMENTS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
l. OTHER (Specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Notification of government security activity is required.  
See addendum.

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (Specify)

ASC/PA, 1865 4th Street, Suite 15, WPAFB, OH, 45433-07129. Release of SCI information is not authorized.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)\* for review.  
\*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. *(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)*

- a. This is a task order contract. Each task order with classified requirements, will require a separate and specific DD Form 254.
- b. The National Industrial Security Program Operating Manual (NISPOM), January 1995 applies to this contract.
- c. Ref Blk 10f: The NISPOM Supplement (NISPOMSUP), 29 Dec 94, and the DoD overprint to the NISPOMSUP, February 1998 applies to this contract for Special Access Requirements.
- d. Ref Blk 10a.: COMSEC requirements apply. COMSEC guidance is incumbent on the government.
- e. Ref Blk 10e(2)/10h: General Intelligence Material/Foreign Disclosure applies. See addendum.
- f. Ref Blk 10j.: For Official Use Only (FOUO) applies. See addendum.
- g. Ref Blk 11a.: Releasing Government or Contractor activity will furnish complete classification guidance for the services to be performed. Contractor performance is restricted to the specific organization identified in the task order DD Form 254.
- h. Ref Blk 11i.: EMSEC requirements apply. EMSEC requirements are incumbent on the government.
- i. Ref Blk 11l.: The Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract clause in Section I for details.
- j. Functional Area Chief: Karen Crothers, 88CG/SCXP, WPAFB OH, (937) 255-9471, X500
- k. Functional Area Evaluator (FAE): Each individual task order will identify the FAE for the tasking unit.

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☒ Yes ☐ No  
*(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is needed.)*

- a. Ref Blk 10e(1): SCI requirements may apply in future task orders. Tasking Units will provide specific requirements and guidance.
- Ref 10f: Special Access Requirements/Procedures may apply in future task orders. Guidance for gaining access will be provided by the tasking unit.

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No  
*(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use item 13 if additional space is needed.)*

The DSS is relieved from security oversight for performance on base. SAF/AQ-OL will maintain security oversight for SAR material unless otherwise stated in the task order DD Form 254. ASC/SYSPC will maintain security oversight for Non-SAR.

16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL Cynthia Schweibold	b. TITLE Contracting Officer	c. TELEPHONE (include Area Code) (937) 257-2135 Ext. 4423
--	---------------------------------	---

d. ADDRESS (include Zip Code)  
ASC/PKWIS, Bldg 1  
1940 Allbrook Dr., Ste. 3  
WPAFB, OH 45433-5309

e. SIGNATURE

ASC/SYS  
COORDINATION  
PC-ONLY

17. **REQUIRED DISTRIBUTION**

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR   |
| <input checked="" type="checkbox"/> | b. SUBCONTRACTOR  |
| <input checked="" type="checkbox"/> | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR          |
| <input checked="" type="checkbox"/> | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input checked="" type="checkbox"/> | e. ADMINISTRATIVE CONTRACTING OFFICER                             |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY  |

ASC/CXS (SSO R. Grahov)  
2640 W LOOP RD  
WPAFB OH 45433-7106

ASC/SYSPC (Security Office)  
1801 TENTH ST ROOM 103  
WPAFB OH 45433-7626

### NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH, the Contractor shall provide ASC/SYSPC, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

## **GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE**

**1. Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/CXI), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

**2. Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

**3. Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/CXI and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

08 February 1999

**USE OF SPECIAL INTELLIGENCE MARKINGS****1. Authorized Control Markings of Intelligence Information****a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".**

This marking may be used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when access to the intelligence information will reasonably be protected by use of its classification marking (i.e. Confidential, Secret, Top Secret), or by use of any other control marking specified herein.

**b. "Not Releasable to Foreign Nationals (NOFORN)"**

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

**c. "Authorized for Release to (Name of country(ies)/international organization"**

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

**2. Procedures Governing Use of Control Markings**

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

**SENSITIVE COMPARTMENTED INFORMATION CLAUSES**  
**(SCIF NOT REQUIRED)**

**The following controls will apply to Sensitive Compartmented Information (SCI) provided under this contract:**

1. Item 14: AFMAN 14-301, DOD TS-5105.21-M-1, DCID 6/4, 1/19, 6/3, and 1/21, and DIAM 50-4 provide the necessary guidance for EMSEC (emission security), physical, personnel and information security measures and is part of the SCI security specifications for the contract.
2. Item 15: This contract requires access to SCI. The National Air Intelligence Center (NAIC) Special Security Office (SSO) has exclusive security responsibility for all SCI released to the contractor or developed under this contract. The Defense Intelligence Agency (DIA), or its designee, shall be responsible for all inspections of the contractor to insure compliance with SCI Directives/Regulations. All SCI will be handled in accordance with security requirements furnished by the Aeronautical System Center (ASC) SSO, located in ASC/CXS.
3. SCI will not be released to contractor employees without the specific release approval by the originator of the material as outlined in the governing directives and based on prior approval and certification of "need to-know" by the contract monitor,  
\_\_\_\_\_
4. Names of contractor personnel requiring access to SCI and justification for SCI billets will be submitted to the ASC SSO after contract monitor approval/concurrence. Upon receipt of written approval from the contract monitor, the Contractor Special Security Officer (CSSO) may submit the necessary forms to DISCO for a Single Scope Background Investigation (SSBI) for those personnel nominated for SCI access in accordance with the National Industrial Security Program Operating Manual (NISPOM).
5. Inquiries pertaining to classification guidance on SCI will be directed to the contract monitor listed in 3 above.
6. All SCI furnished to the contractor in support of this contract remains the property of the Department of Defense, or the agency or command that releases it. Upon completion or cancellation of the contract, SCI furnished will be returned to the NAIC SSO.
7. This contract requires that \_\_\_\_\_ SCI contract billets be established in order to fulfill the contractual obligations incurred. Access will be granted by the sponsoring government agency. Upon completion or cancellation of the contract, the CSSO will debrief all personnel not required for contract closeout and those billets will be disestablished.
8. Access will be granted only at the sponsoring agency and other accredited SCI Facilities (SCIF) as approved by the government Contract Monitor..

## FOR OFFICIAL USE ONLY (FOUO)

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.

### 2. MARKING:

a. FOUO information received (released by a DoD component) should contain the following marking, when received: ***THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.***

b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.

c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.

d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.

4. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.

5. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.

6. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*

7. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

\*\*\*\*\*  
 \*\*\* TX REPORT \*\*\*  
 \*\*\*\*\*

TRANSMISSION OK

TX/RX NO 0109  
 CONNECTION TEL 857038020211  
 SUBADDRESS  
 CONNECTION ID  
 ST. TIME 06/09 14:32  
 USAGE T 04:58  
 PGS. 10  
 RESULT OK

WARNING — DO NOT TRANSMIT CLASSIFIED INFORMATION OVER UNSECURED TELECOMMUNICATIONS SYSTEMS  
 OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS ARE SUBJECT TO MONITORING AND USING DOD TELECOMMUNICATIONS  
 SYSTEMS CONSTITUTES CONSENT TO MONITORING

(Cover + Page(s))


For your information, review or file.  
 Jerl

Subject: F33601-00-D-P001

To: Mr. Rodney Hunt	Office: RS Information Systems, Inc.
FAX No.: (703) 902-0211	Date: 06/09/00

937-257-6721 ext. 4425 (Voice)  
 jerl.traylor@wpafb.af.mil



AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE J	PAGE OF PAGES 1 02
2. AMENDMENT/MODIFICATION NO. P00003	3. EFFECTIVE DATE 00JUL06	4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE	5. PROJECT NO. (If applicable)
6. ISSUED BY ASC/PKWIS BLDG 1 1940 ALLBROOK DR STE 3 WRIGHT-PATTERSON AFB OH CODE 45433-5309	7. ADMINISTERED BY (If other than Item 6) ASC/PKWIS BLDG 1 937-257-6120 1940 ALLBROOK DR STE 3 WRIGHT-PATTERSON AFB OH CODE 45433-5309		
9. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip code)  RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD, 5TH FLOOR MCLEAN VA 22102-4306		(x) 9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (See item 11)  10A. MODIFICATION OF CONTRACT/ORDER NO. X F3360100DP001 10B. DATED (See item 13) 00APR18	
CODE   FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS			
The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers   is extended,   is not extended.			
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified			
12. ACCOUNTING AND APPROPRIATION DATA (if required)		CODE: HQ033R	
N/A		NO CHG .00	
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. DESCRIBED IN ITEM 14.			
(x) (A. This change order is issued pursuant to: (Specify authority) The changes set forth in Item 14 are made in the contract order no in item 10A. B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in Item 14 pursuant to the authority of FAR 43.103(b). C. This supplemental agreement is entered in pursuant to authority of: D. Other (Specify type of modification and authority) X UNILATERAL			
E. IMPORTANT: Contractor (X) is not,   is required to sign this document and return copies to the issuing office.			
14. Description of amendment/modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  POC: J. TRAYLOR PHONE: 9372576721 X4425  SEE SCHEDULE  Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.			
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) MICHAEL W KACHUK	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY  (Signature of Contracting Officer)	16C. DATE SIGNED 7/7/00

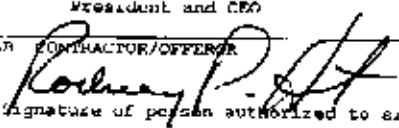
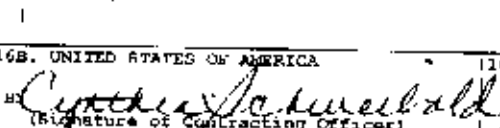
A. THE PURPOSE OF THIS MODIFICATION IS AS FOLLOWS:

B. SF 1449, BLOCK 3, AWARD/EFFECTIVE DATE, OF THE BASIC DELIVERY ORDER, IS HEREBY CHANGED AS FOLLOWS:

FROM: APR 18 2000

TO: JUN 01 2000

C. ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE J		PAGE OF PAGES 1 / 02	
2. AMENDMENT/MODIFICATION NO. 000004		3. EFFECTIVE DATE 00OCT31		4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJECT NO. (If applicable)	
6. ISSUED BY ASC/PKNS BLDG 1 1940 ALLBROOK DR STE 3 WRIGHT-PATTERSON AFB OH		CODE FY1294 45433-5309		7. ADMINISTERED BY (If other than Item 6) DOWC BALTIMORE 217 E. REDWOOD ST. STE 1800 BALTIMORE MD		CODE S2404A 21202-5299	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip Code)  RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD, 5TH FLOOR MCLEAN VA 22102 4309				(X)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 024059 FACILITY CODE						9B. DATED (See item 11)	
				X		10A. MODIFICATION OF CONTRACT/ORDER NO. F33621000P001	
						10B. DATED (See item 13) 00JUN01	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
(The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended.   is not extended       )							
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 10, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
N/A							
NO CHG .00							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS.							
IT MODIFIES THE CONTRACT/ORDER NO. DESCRIBED IN ITEM 14.							
(X) [A. This change order is issued pursuant to: (Specify authority) The changes set forth in Item 14 are made in the contract order no in item 10A.							
[B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in Item 14 pursuant to the authority of FAR 43.203(b).							
[C. This supplemental agreement is entered in pursuant to authority of:							
[D. Other (Specify type of modification and authority)							
X BILATERAL, LAW 95335 930-109 70							
E. IMPORTANT: Contractor / is not. (X) is required to sign this document and return 0 copies to the issuing office.							
14. Description of amendment/modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
POC: J. TRAYLOR PHONE: 9372576721 x4425 SEE SCHEDULE							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
9A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
Rodney E. Hunt President and CEO				CYNTHIA SCHWELBOLD			
9B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
 (Signature of person authorized to sign)		11/2/00		 (Signature of Contracting Officer)		13 Nov 00	

A. THE PURPOSE OF THIS MODIFICATION IS TO ADD DFARS CLAUSE 252.232-7007, LIMITATION OF GOVERNMENT OBLIGATION (IA-423C) TO THE CONTRACT.

B. THE FOLLOWING CLAUSE IS HEREBY ADDED TO THE CONTRACT:

IA-423C. 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION – ALTERNATE 1 AUG 1993  
(LAW DFARS 232-705-70)

For the purposes of this clause the blank(s) is/are completed as follows:

(a) Item 0002

The sum of TO BE SPECIFIED ON INDIVIDUAL DELIVERY ORDERS

C. ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.

**252.232-7007 -- Limitation of Governments Obligation (Aug 1993)**

As prescribed in 232.705-70, use the following clause:

**Limitation Of Government's Obligation (Aug 1993)**

(a) Contract line item(s) \* through \* are incrementally funded. For these item(s), the sum of \$ \* of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (i) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor will not be obligated to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (i) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (i) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (i) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled

**"Disputes."**

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$ _____
(month) (day), 199x	\$ _____
(month) (day), 199y	\$ _____
(month) (day), 199z	\$ _____

(End of Clause)

**Alternate I (Aug 1993).**

If only one line item will be incrementally funded, substitute the following paragraph (a) for paragraph (a) of the basic clause:

(a) Contract line item \_\_\_\_\_ is incrementally funded. The sum of \$ \* is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (i) of this clause.

*\* To be inserted after negotiation.*

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 5

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33601-00-D-P001		2. DELIVERY ORDER/ CALL NO. 5086		3. DATE OF ORDER/ CALL (YYYYMMDD) 30 AUG 2003		4. REQUISITION/PURCH REQUEST NO. SEE SCHEDULE		5. PRIORITY DQ C9				
6. ISSUED BY ASC/PKWIS DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 JERL S. TRAYLOR 257 6721 X4425 Jerl.Traylor@wpafb.af.mil				7. ADMINISTERED BY (If Other than B) DCMA VIRGINIA 10500 BATTLEVIEW PKWY SUITE 200 MANASSAS VA 20109-2342  SCD: C PAS: (NONE)		8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)						
9. CONTRACTOR NAME AND ADDRESS RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800				10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED						
12. DISCOUNT ITEMS N				13. MAIL INVOICES TO ADDRESS IN BLOCK See schedule								
14. SHIP TO SEE SCHEDULE				15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264  EFT-T		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.						
16. TYPE OF ORDER DELIVERY/ CALL <input checked="" type="checkbox"/> PURCHASE <input type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above business contract. Reference your _____ furnish the following on items specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH AND AGREES TO PERFORM THE SAME.										
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE		DATE SIGNED (YYYYMMDD)						
		If this box is marked, supplier must sign Acceptance and return the following number of copies:										
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE SEE SCHEDULE												
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT		22. UNIT PRICE		23. AMOUNT	
		See schedule										
*If quantity accepted by the Government is same as quantity ordered, indicate by "X". If different, enter actual quantity accepted below quantity ordered and entered.		24. UNITED STATES OF AMERICA  //signed//  FRIEDA M. THORNTON BY: _____ 24 SEP 2003 CONTRACTING/ORDERING OFFICER							25. TOTAL \$42,295.00			
									26. DIFFERENCES			
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.		28. D.O. VOUCHER NO.		29. INITIALS				
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				30. PAYMENT PARTIAL FINAL		31. PAID BY		32. AMOUNT VERIFIED CORRECT FOR				
33. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT				34. COMPLETE PARTIAL FINAL		35. CHECK NUMBER		36. BILL OF LADING				
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CON-TAINERS		41. AIR ACCOUNT NO.		42. AIR VOUCHER NO.		

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

EST \$42,295.00

Noun: LABOR  
 ACRN: AA  
 PR/MIPR: F66SYR32600100 \$42,295.00  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 30 AUG 2003  
 Completion Date: 31 DEC 2003

Descriptive Data:

a. The contractor shall provide non-personal services IAW Attachment 1 and Exhibit A attached hereto.

b. The estimated ceiling price of CLIN 0001 is \$58,511.04 for performance through 31 Dec 03.

c. In accordance with clause 1A-423C, the total amount now obligated and currently available to support CLIN 0001 through 27 Nov 03 is \$42,295.00. Amount remaining to be funded is \$16,216.04 to meet ceiling price.

0005

NSP

Noun: DATA FOR CLIN 0001  
 ACRN: AA  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 30 AUG 2003  
 Completion Date: 31 DEC 2003

Descriptive Data:

Contractor shall provide data in support of CLIN 0001 in accordance with Exhibit A.

ACRN	Appropriation/Line Subhead/Supplemental Accounting Data	Obligation Amount
------	---	----------------------

AA

\$42,295.00

57 33400 303 4720 2N14S0 040000 59222 72806F 503000 F03000  
 Funding breakdown: On CLIN 0001: \$42,295.00  
 PR/MIPR: F66SYR32600100 \$42,295.00

## 1. INSPECTION AND ACCEPTANCE

ASC/PMRA, Debra Thomas, is designated as the office responsible for all work accomplished on this order. Acceptance will take place at the time of invoice certification.

## 2. INVOICING INSTRUCTIONS

For the purposes of this contract, the contractor is hereby authorized to use certified invoices in lieu of a separate invoicing report. The contractor shall submit invoices to **HQ ASC/PMRA, ATTN: DEBRA THOMAS, 1790 TENTH ST., AREA B, WRIGHT-PATTERSON AFB, OH 45433** for certification. Upon



completion of the certification process, the certifying official shall forward 2 copy(ies) of the certified invoice to the designated payment office and 1 copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures:

**Certificate of Services** - The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Item 0001. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described hereon have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(COTR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-And-Materials and Labor-Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract.

3. Section II- Special Contract Requirements: II-675 is hereby incorporated as follows:

**"H-675                      Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated, and Period of Performance**

a. The Government has the unilateral right to modify F33601-00-D-P001-5086 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
TBD	\$16,216.04	Nov 03	20 Nov 03

b. Currently as of the basic award to above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is \$42,295.00, which covers performance through 27 Nov 03.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, newly established contract line item number (CLIN), estimated total dollars to be obligated, and the estimated period of performance for the newly established CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

LIST OF ATTACHMENTS

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	1	07 AUG 2003	CONTRACT REQUIREMENTS DATA LIST (CDRL)
ATTACHMENT 1	4	10 JUL 2003	STATEMENT OF WORK FOR ASC/PM COMPUTER SUPPORT STATEMENT OF WORK

[illegible]

## **ASC/PM Computer Support Statement of Work**

### **1.0 Description of Services**

The purpose of this contract is to provide computer support services for the ASC Program Management Directorate (ASC/PM) at Wright Patterson Air Force Base.

This effort includes desktop and server support, web page maintenance, and video teleconferencing administration.

The contractor shall furnish all personnel and services necessary to perform the tasks identified and perform those tasks to the standards identified.

### **1.1 Basic Services**

The contractor shall provide ASC/PM support for computer and communications systems operations. ASC/PM requires contractor support for approximately 150 desktop computers and associated servers in Buildings 572, 110, and 16.

#### **1.1.1 Service Desk Support (CDRL A001)**

- 1.1.1.1 The contractor shall provide on-site and telephone assistance to ASC/PM computer users in the operation and use of Government and commercial software, hardware, electronic mail, peripherals, and local area network. The contractor will provide this service desk support during normal business duty days of 0700 to 1700, Monday through Friday, excluding Federal holidays.
- 1.1.1.2 The contractor shall process customer requests for computer system access in accordance with government guidelines implemented by ASC/PM.
- 1.1.1.3 The contractor shall collect and analyze data about service desk support activities to identify trends and appropriate corrective action.

#### **1.1.2 Software Support (CDRL A001)**

- 1.1.2.1 The contractor shall perform development, maintenance, and support services for the ASC/PM Internet web pages.

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### **1.1.3 System/LAN Support (CDRL A001)**

- 1.1.3.1 The contractor shall maintain the local area network and perform system administration. Ensure the LAN is operational during business hours of ASC/PM, 0700 TO 1700, Monday through Friday, excluding approved federal holidays.
- 1.1.3.2 The contractor shall establish and perform server backup processes and procedures on a none interference basis with normal user operations.
- 1.1.3.3 The contractor shall perform as Video Teleconference Center (VTC) and audio/visual equipment administrator for scheduled meetings to ensure proper operation and connectivity.
- 1.1.3.4 The contractor shall implement the countermeasures identified by the Time Compliance Network Order (TCNO) and Notice to Airman (NOTAM) advisories within the timeframe specified by the advisory or as specified by the Government Task Order Manager. This notification shall be done, by updating the NOTAM/TCNO Compliance Reporting Web Site, as directed by the 88<sup>th</sup> Communication Group IA Office. If the countermeasures cannot be implemented, the contractor will document the inability and must receive approval from the Designated Approving Authority (2-ltr authority, see AFI 33-202) and the Government Task Order Manager for either an alternative corrective action or to continue operations without the countermeasures. If alternative corrective action is approved, the contractor shall implement this action within the timeframe specified by the Government Task Order Manager.

### **1.1.4 Implementation Support (CDRL A001)**

- 1.1.4.1 The contractor shall ensure the interface between the ASC/PM LAN and the Wide Area Network (WAN) by performing necessary service or coordinating with third parties.
- 1.1.4.2 The contractor shall install computer hardware, software, and peripherals for the local area network. This includes configuration and checkout support. This will typically involve the connection of peripherals after a computer is moved, and the installation of software after a hardware failure. The installation of new equipment will be required periodically with the approval of the government technical manager (or designee).

## 2.0 Service Delivery Summary

<u>SDS #</u>	<u>Performance Objective</u>	<u>SOW Para.</u>	<u>Performance Threshold</u>
1	Diagnose and solve trouble calls including web page updates	1.1.1.1 1.1.2.1	The average resolution time for trouble calls will be less than 2 hours for building 572 and less than 4 hours for remote locations (building 110 and 16). 100% of time
2	Process, document and implement requests for account creation, modification and deletion to include PC, network and email.	1.1.1.2	Less than 4 duty hours upon the completion of all security requirements and account transfers. 100% of time
3	Provide monthly status report as defined; with service call trends and corrective actions as necessary.	1.1.1 1.1.2 1.1.3 1.1.4	100% of time
4	Ensure availability of servers and the services they provide during the stated System/LAN operating hours of paragraph 1.1.3.1.	1.1.3.1	99% of time
5	Ensure servers are backed up daily and backup tapes are maintained.	1.1.3.2	98% of scheduled backups successful; 100% of tapes maintained
6	Ensure VTC and audio/visual equipment is operational for scheduled meetings.	1.1.3.3	97% of time
7	Implement the countermeasures identified by the advisory within the timeframe specified by the advisory or as specified by the Government.	1.1.3.4	99% of time
8	Monitor LAN/WAN connectivity and coordinate problems with 88 <sup>th</sup> CG.	1.1.4.1	Less than 15 minutes upon realization of a problem. 100% of time
9	Prop laptop, PC, PDA equipment as scheduled.	1.1.4.2	Less than 2 duty hours. 100% of time

## 3.0 Funding

The contractor shall provide a monthly funds and man hour expenditure summary. (CDRL A005)

#### **4.0 Government-Furnished Property**

ASC/PM shall provide for each contractor personnel a work area, computer with network access, telephone, and physical access to servers and systems.

#### **5.0 General Information**

##### **5.1 Hours of Operation**

The contractor shall provide on-site computer support services during normal business duty days of 0730 to 1700, Monday through Friday, excluding Federal holidays. There may be exceptions depending on workload, etc. Under special circumstances approved by ASC/PM, the contractor may be requested to work during non-duty hours. Circumstances warranting such action include outage and hardware/software upgrades.

##### **5.2 Security**

This is an unclassified requirement.

##### **5.3 Performance of Services During Crisis Declared by the National Command Authority or Overseas Combatant Commander.**

If the National Command Authority declares a crisis, ASC/PM will immediately notify the contractor. ASC/PM and contractor will review the current project schedule and priorities. The contractor will adjust their duty schedule according to ASC/PM leadership's instructions.

If the installation or facilities are closed, ASC/PM may request the contractor to establish a temporary work environment and schedule that will allow production requirements to be met.

##### **5.4 Quality Control.**

The contractor shall develop and maintain a quality program to ensure services are performed in accordance with the base Centralized Network Control Center (CNCC), ASC/PM leadership, and industry-accepted standards. The contractor shall develop, document, and implement procedures to identify, prevent, and ensure non-recurrence of defective services.

#### **6.0 Contract Data Requirements List (CDRL)**

The Contractor shall provide data in accordance with Exhibit A.



<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE Y-T&M		PAGE OF PAGES 1 of 2	
2. AMENDMENT/MODIFICATION NO. 01		3. EFFECTIVE DATE 30 SEP 2003		4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJECT NO. (If applicable)	
5. ISSUED BY ASC/PKW.S CODE FA8604		7. ADMINISTERED BY (If other than Item 6)		CODE		S2404A	
DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1910 ALLBROOK DR., SUITE 3 WRIGHT PATTERSON AFB OH 45433-5309 JERL S. TRAYLOR 257-6721 X4425 Jerl.Traylor@wpafb.af.mil				DCMA VIRGINIA 10500 BATTLEVIEW PKWY SUITE 200 MANASSAS VA 20109-2342			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800				9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
				10A. MODIFICATION OF CONTRACT/ORDER NO. F33601-00-D-P001 5086		10B. DATED (SEE ITEM 13)	
CODE 0Z4U5		FACILITY CODE		30 AUG 2003			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted, or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. <b>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b> If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) SEE SCHEDULE							
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATION OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
(X) <input checked="" type="checkbox"/> A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: ( ) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. ITEM 10A. <input type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). <input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: <input checked="" type="checkbox"/> D. OTHER (Specify type of modification and authority) SCR H-675 "Government Unilateral Right to Modify ..." <input type="checkbox"/> E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by LCCF auction findings, including solicitation/contract subject matter where feasible.) <b>SUBJECT: Increase CLIN 0001 Estimated Price and Amount Obligated</b>  <b>CHANGE IN ORDER PRICE: \$16,216.04 Increase</b> <b>CHANGE IN ORDER OBLIGATION: \$16,216.04 Increase</b>							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF SIGNER (Type or print)			
				FRIDA M. THORNTON Contracting Officer			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
				/s/signed/		30 SEP 2003	
(Signature of person authorized to sign)				BY (Signature of Contracting Officer)			

SCHEDULE OF CHANGES

1. Pursuant to Special Contract Requirement ( SCR) H-675, the below numbered task order is hereby modified to increase CLIN 0001 estimated price and obligation amount by \$16,016.04. As a result, the total task order price and total amount obligated is increased by \$16,016.04.

2. Department of Defense form 1155, block 23: is hereby changed from \$42,295.00 to \$58,511.04, an increase of \$16,016.04.

3. CLIN 0001 is hereby modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001	CLIN Change		EST +\$16,216.04
	<i>Noun:</i>	LABOR	
	<i>New Total Item Amount:</i>	\$58,511.04	
	<i>ACRN:</i>	AA	
	<i>PR/MIPR:</i>	F66SYR32690100	\$16,216.04
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	30 AUG 2003	
	<i>Completion Date:</i>	31 DEC 2003	
	<i>Descriptive Data:</i>		
	<b>a. The contractor shall provide non-personal services IAW Attachment 1 and Exhibit A attached hereto.</b>		
	<b>b. The estimated ceiling price of CLIN 0001 is \$58,511.04 for performance through 31 Dec 03.</b>		
	<b>c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0001 is changed from \$42,295.00 to \$58,211.04, an increase of \$16,216.04; for a performance period through 31 Dec 03.</b>		

4. Section G: The following ACRN is hereby revised:

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AA	ACRN Change	+\$16,216.04
	57 33400 303 4720 2N14S0 040000 59222 72806F 503000 F03000	
	<i>New ACRN Amount:</i>	\$58,511.04
	<i>Funding breakdown:</i>	On CLIN 0001: +\$16,216.04
	<i>PR/MIPR:</i>	F66SYR32690100 \$16,216.04

5. All other terms and conditions remain unchanged.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE Y-T&M		PAGE OF PAGES 1 of 3	
2. AMENDMENT/Modification NO. 02		3. EFFECTIVE DATE 01 JAN 2004		4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJECT NO. (if applicable)	
6. ISSUED BY ASG/PKWIS		CODE FA8604		7. ADMINISTERED BY (if other than item 6)		CODE S2404A	
DEPARTMENT OF THE AIR FORCE ASG/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 GEORGEANN THOMPSON 9372572135 X4432 GeorgeAnn.Thompson@wpafb.af.mil				DCMA VIRGINIA 10500 BATTLEVIEW PKWY SUITE 200 MANASSAS VA 20109-2342			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MCLEAN VA 22102 (703) 734-7800				(X)		9A. AMENDMENT OF SOLICITATION NO.	
				( )		9B. DATED (SEE ITEM 11)	
				X		10A. MODIFICATION OF CONTRACT/ORDER NO. F33601-00-D-P001 5086	
CODE U24U5		FACILITY CODE		10B. DATED (SEE ITEM 13) 30 AUG 2003			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.							
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (if required) SEE SCHEDULE							
13. THIS ITEM APPLIES ONLY TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
(X)							
A. WHEN CHANGE ORDER IS ISSUED PURSUANT TO _____ THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 48.103(h)							
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-3 "Changes" clause							
D. OTHER (Specify type of modification and authority)							
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return 1 copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  SUBJECT: Establish CLIN 0006 for a 3-Month Period of Performance and to Extend the Period of Performance/Completion Date for CLIN 0005.  CHANGE IN ORDER PRICE: \$43,715.56. (increase) CHANGE IN OBLIGATION PRICE: \$43,715.56 (increase)							
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as last modified, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				15A. NAME AND TITLE OF SIGNER (Type or print)			
				FRIEDA M. THORNTON Contracting Officer			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		15B. UNITED STATES OF AMERICA		15C. DATE SIGNED	
				//signed//		23 JAN 2004	
(Signature of person authorized to sign)				By _____		(Signature of Contracting Officer)	

SCHEDULE OF CHANGES

1. Pursuant to FAR 52.243-3 "Changes - Time-and-Materials or Labor Hour," the above numbered task order is hereby modified to establish CLIN 0006 for a 3-month period of performance (1 Jan 04 through 31 Mar 04) and to modified CLIN 0005 to reflect the period of performance/completion date change to 31 Mar 04. As a result, the total task order estimated price and total amount obligated is increased by \$43,715.56
2. Department of Defense form 1155, block 25: is hereby changed from \$58,511.04 to \$102,226.60, an increase of \$43,715.56.
3. Section B is modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0005	CLIN Change		NSP
	<i>Noun:</i>	DATA FOR CLIN 0001	
	<i>Total Item Amount:</i>	\$0.00	
	<i>ACRN:</i>	AA	
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	30 AUG 2003	
	<i>Completion Date:</i>	31 MAR 2004	
	<i>Descriptive Data:</i>	Contractor shall provide data in support of CLINs 0001 & 0006 in accordance with Exhibit A.	
0006	CLIN Establish		EST \$43,715.56
	<i>Noun:</i>	LABOR	
	<i>ACRN:</i>	AB	
	<i>PR/MIPR:</i>	F66SYR33640100	\$43,715.56
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	01 JAN 2004	
	<i>Completion Date:</i>	31 MAR 2004	
	<i>Descriptive Data:</i>	<p>a. The contractor shall provide non-personal services IAW Attachment 1 "Statement of Work for ASC/PM Computer Support Statement" dated 10 Jul 03 and Exhibit A attached to the "Order for Supplies or Services" awarded 30 Aug 2003.</p> <p>b. The current price for CLIN 0006 is estimated at \$43,715.56 which will cover period of performance from 01 Jan 04 through 31 Mar 04.</p>	

SCHEDULE OF CHANGES

4. Section G is modified as follows:

a. ACRN AB is hereby established as follows:

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AB	ACRN Establish	\$43,715.56
	57 43400 304 4720 2N14PM 040000 59222 72806F 503000 F03000	
	New ACRN Amount: \$43,715.56	
	Funding breakdown: On CLIN 0006: +\$43,715.56	
	PR/MIPR: F66SYR33640100 \$43,715.56	

b. Invoicing Instructions to basic order is hereby modified under "Certificate of Services" by adding the words "and 0006" to the end of the 2nd sentence of that paragraph.

5. This Supplemental Agreement constitutes and full and equitable adjustment arising out of and in connection with the changes effected herein.

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 6

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33601-00-D-P001		2. DELIVERY ORDER/ CALL NO. 5087		3. DATE OF ORDER/CALL (YYYYMMDD) 30 AUG 2003		4. REQUISITION/PURCH REQUEST NO SEE SCHEDULE		5. PRIORITY DD-C9	
6. ISSUED BY ASC/PKWIS DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 ELLEN A. WHITED 937-257-4872 X4483 Ellen.Whited@wpafb.af.mil				7. ADMINISTERED BY (If Other than G) DCMA BALTIMORE 217 EAST REDWOOD STREET SUITE 1800 BALTIMORE MD 21202-5299 SCD: C PAS: (NONE)		8. DELIVERY FOR <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)			
9. CONTRACTOR NAME AND ADDRESS RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800				10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS SMALL SMALL DISADVANTAGED WOMEN-OWNED			
12. DISCOUNT ITEMS N				13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 16 (PAYMENT OFFICE)					
14. SHIP TO SEE SCHEDULE				15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264 EFT: T		16. MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			

16. TYPE OF ORDER DELIVERY CALL <input checked="" type="checkbox"/> PURCHASE <input type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.							
Reference you furnish the following on items specified herein: ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH AND AGREES TO PERFORM THE SAME.									

NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE		DATE SIGNED (YYYYMMDD)	
If this box is marked, supplier must sign Acceptance and return the following number of copies.							

17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE SEE SCHEDULE							
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18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ACCEPTED	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

24. UNITED STATES OF AMERICA				25. TOTAL \$756,556.90	
if quantity accepted by the Government is same as quantity ordered, indicate by "X" if different, enter actual quantity accepted below quantity ordered and indicate.  //signed// FRIEDA M. THORNTON BY				26. DIFFERENCES	

26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED		27. SHIP NO		28. D.O. VOUCHER NO.		29. INITIALS	
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		30. PARTIAL FINAL		31. PAID BY		32. AMOUNT VERIFIED CORRECT FOR	
33. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		34. COMPLETE PARTIAL FINAL		35. C-HECK NUMBER		36. BILL OF LADING	
DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER		37. TOTAL CONTAINERS		40. S/R ACCOUNT NO.		41. S/R VOUCHER NO.	
38. RECEIVED AT		39. DATE RECEIVED (YYYYMMDD)		42. S/R ACCOUNT NO.		43. S/R VOUCHER NO.	

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

EST \$577,000.00

*Noun:* LABOR - B-2 SPO ONLY  
*ACRN:* AA  
*PR/MIPR:* F50RYS32110100 \$577,000.00  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 30 AUG 2003  
*Completion Date:* 31 DEC 2003  
*Descriptive Data:*

- a. The contractor shall provide non-personal services IAW Attachment 1, Attachment 2, and Exhibit A attached hereto.
- b. The ceiling price of CLIN 0001 is \$646,378.21 for performance through 15 Jan 04.
- c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0001 through 31 Dec 03 is \$577,000.00. Amount remaining to be funded is \$69,378.21 to meet ceiling price.

0004

EST \$6,000.00

*Noun:* TRAVEL FOR B-2 SPO ONLY  
*ACRN:* AA  
*PR/MIPR:* F50RYS32110100 \$6,000.00  
*DD1423 is Exhibit:* A  
*Contract type:* S - COST  
*Start Date:* 30 AUG 2003  
*Completion Date:* 31 DEC 2003  
*Descriptive Data:*

- a. The contractor shall provide travel in support of CLIN 0001 IAW Attachment 1, Attachment 2, and Exhibit A attached hereto.
- b. The ceiling price of CLIN 0004 is \$9,618.58 for performance through 15 Jan 04.
- c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0004 through 31 Dec 03 is \$6,000.00. Amount remaining to be funded is \$3,618.58.

0005

NSP

*Noun:* DATA FOR CLIN 0001  
*ACRN:* AA  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 30 AUG 2003  
*Completion Date:* 31 DEC 2003  
*Descriptive Data:*

Contractor shall provide data in support of CLIN 0001 in accordance with Exhibit A.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0006

EST \$163,500.00

Noun: LABOR FOR B-1 SPO ONLY  
 ACRN: AB  
 PR/MIPR: F10YDF32100100 \$163,500.00  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 30 AUG 2003  
 Completion Date: 30 DEC 2003  
 Descriptive Data:

- a. The contractor shall provide non-personal services IAW Attachment 1, Attachment 2, and Exhibit A attached hereto.
- b. The ceiling price of CLIN 0006 is \$184,819.81.00 for performance through 15 Jan 04.
- c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0006 through 30 Dec 03 is \$163,500.00. Amount remaining to be funded is \$21,319.81 to meet ceiling price.

0008

EST \$2,500.00

Noun: TRAVEL FOR B 1 SPO ONLY  
 ACRN: AB  
 PR/MIPR: F10YDF32100100 \$2,500.00  
 DD1423 is Exhibit: A  
 Contract type: S - COST  
 Start Date: 30 AUG 2003  
 Completion Date: 30 DEC 2003  
 Descriptive Data:

- a. The contractor shall provide travel in support of CLIN 000 6 IAW Attachment 1, Attachment 2, and Exhibit A attached hereto.
- b. The ceiling price of CLIN 0008 is \$12,709.27 for performance through 15 Jan 04.
- c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0008 through 30 Dec 03 is \$2,500.00. Amount remaining to be funded is \$10,209.27 to meet ceiling price.

0009

NSP

Noun: DATA FOR CLIN 0006  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 30 AUG 2003  
 Completion Date: 30 DEC 2003  
 Descriptive Data:

Contractor shall provide data for CLIN 0006 in accordance with Exhibit A.



ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0011

EST \$7,556.90

Noun: LABOR FOR SAF/AQ ONLY  
 ACRN: AC  
 PR/MIPR: F50RYS32160100 \$7,556.90  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 30 AUG 2003  
 Completion Date: 15 JAN 2004

Descriptive Data:

a. The Contractor shall provide non-personal services in accordance with Attachment 1, Attachment 2, and Exhibit A attached hereto.

b. The ceiling price for CLIN 0011 is \$7,556.90 for performance through 15 Jan 04. CLIN 0011 is fully funded.

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
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AA

\$583,000.00

57 33600 293 3620 653843 2AC000 58200 64240F 503000 F03000

Funding breakdown: On CLIN 0001: \$577,000.00  
 On CLIN 0004: \$6,000.00  
 On CLIN 0005: \$0.00

PR/MIPR: F50RYS32110100 \$583,000.00

AB

\$166,000.00

57 33600 293 3620 654596 2AB000 592BG 64226F 503000 F03000

Funding breakdown: On CLIN 0006: \$163,500.00  
 On CLIN 0008: \$2,500.00

PR/MIPR: F10YDF32100100 \$166,000.00

AC

\$7,556.90

57 33600 293 6045 677230 000000 00000 000000 659900 F59900

Funding breakdown: On CLIN 0011: \$7,556.90

PR/MIPR: F50RYS32160100 \$7,556.90

Descriptive data:

Reference Advice Nr. HOA3600132

## 1. INSPECTION AND ACCEPTANCE

ASC/YSXA, Vicki Long, is designated as the office responsible for all work accomplished on this order. Acceptance will take place at the time of invoice certification.

## 2. INVOICING INSTRUCTIONS

For the purposes of this contract, the contractor is hereby authorized to use certified Invoices in lieu of a separate invoicing report. The contractor shall submit invoices to **ASC/YSXA, ATTN: VICKI LONG, 2690 LOOP RD W (BLDG 556), AREA B, WRIGHT-PATTERSON AFB, OH 45433** for certification. Upon completion of the certification process, the certifying official shall forward **2** copy(ies) of the certified invoice to the designated payment office and **1** copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures:

**Certificate of Services** - The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Items 0001, 0004, 0006, 0008, and 0011. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described hereon have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

(Date) \_\_\_\_\_

\_\_\_\_\_  
(COTR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-And-Materials and Labor-Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract.

LIST OF ATTACHMENTS

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	1	30 JUL 2003	CONTRACT REQUIREMENTS DATA LIST (CDRL)
ATTACHMENT 1	11	30 JUL 2003	STATEMENT OF WORK FOR B-2 SYSTEMS PROGRAM OFFICE (SPO)
ATTACHMENT 2	8	30 AUG 2003	DD FORM 254 DOD CONTRACT SECURITY CLASSIFICATION SPECIFICATION

**EXHIBIT "A"**  
**CONTRACT DATA REQUIREMENTS LIST (CDRL)**

<u>CDRL #</u>	<u>DESCRIPTION/TITLE OF DATA ITEM</u>
A001	STATUS REPORT
A005	FUNDS AND MAN/HOUR EXPENDITURE

CONTRACT DATA REQUIREMENTS LIST						Form Approved OMB No. 0701-0108					
Public reporting burden for this collection of information is estimated to average 140 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and in the Office of Management and Budget, Paperwork Reduction Project (0701-0108), Washington D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.											
A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TOP <input type="checkbox"/> IM <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>							
D. SYSTEM/ITEM		E. CONTRACT/PR NO. F33601-00-D-P001-5087		F. CONTRACTOR RSIS							
1. DATA ITEM NO. A001	2. TITLE OF DATA ITEM STATUS REPORT			3. SUBTITLE							
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368-M		5. CONTRACT REFERENCE		6. REQUESTING OFFICE							
7. DD 250 REQ	8. DIST STATEMENT REQUIRED	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION							
8. ADD CODE		11. AS OF DATE	13. DATE SUBSEQUENT SUBMISS	b. COPIES							
				a. ADDRESSEE		Final					
				Unit		Rep	Reps				
18. REMARKS  BLKS. 5 through 14: As cited on each Task Order.  Send a copy of the monthly Status Report to 88 CG/SCXP.				88 CG/SCXP		1					
				9. PREPARED BY Patricia A. Hall		11. DATE 26 OCT 99		1. APPROVED BY signed by: Charles Schneggenburger		1. DATE 26 OCT 99	

17. PRICE  
GROUP18. ESTIMATE  
TOTAL PRICE

30 July 2003

Exhibit A

CONTRACT DATA REQUIREMENTS LIST						Form Approved OMB No. 0704-0188					
Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington, Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, D.C. 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government, issuing Contracting Officer for the Contract/PR No. cited in Block E.											
A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TOP <input type="checkbox"/> TM <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>							
D. SYSTEM/ITEM		E. CONTRACT/PR NO. F33601 00 D-P001 5087		F. CONTRACTOR							
1. DATA ITEM NO. A005		2. TITLE OF DATA ITEM FUNDS AND MAN-HOUR EXPENDITURE REPORT		3. SUBTITLE							
4. AUTHORITY (Data Acquisition Document No.) DI-FNCI-80331		5. CONTRACT REFERENCE PARA 9 B		6. REQUIRING OFFICE							
7. DD FORM REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION							
8. APP CODE		11. AS OF DATE	13. DATE SUBSEQUENT SUBMISS	b. COPIES							
				a. ADDRESSEES		Final					
				Dist.		Reg. Regis.					
16. REMARKS  BLKS. 5 through 14: As cited on each Task Order.  Send a copy of the monthly Fund and Man Hour Expenditure Report to 88 CG/SXCP.				88 CG/SXCP		1					
				G. PREPARED BY Patricia A. Hall		H. DATE 26 OCT 99		I. APPROVED BY signed by: Charles Schneggenburger		J. DATE 26 OCT 99	

17. PRICE \$00.00
18. ESTIMATED TOTAL PRICE

DD FORM 1423-1, AUG 98 (EG)

Previous editions are obsolete

11517-63

## STATEMENT OF WORK

**TASK ORDER TITLE: B-2 System Program Office (SPO)**

**PERIOD OF PERFORMANCE: 30 August 2003 –15 January 2004**

### **1.0 DESCRIPTION OF SERVICES:**

The purpose of this contract is to provide communication-computer system (C-CS) support for personnel located in AMC III (Bldg 556), Wright-Patterson AFB OH. The B-2 SPO is responsible for providing C-CS support to tenants of AMC III assigned to the B-1 SPO, B-2 SPO, and SAF/AQ-OL organizations. Contractor support is required to enhance productivity by minimizing downtime of automated systems, providing efficient electronic nationwide communications, and protecting government data from inadvertent loss or compromise. All references to computers in the following paragraphs shall be understood as referring to desktop and laptop computers, Local Area Networks (LANs), Wide Area Networks (WANs), and associated connectivities, peripherals, hardware, and software.

1.1 Scope of Work: The contractor shall provide skilled individuals who can provide C-CS support at a minimum up to Secret work and several functions will require up to Top Secret work. This effort would include service desk support, software, installation and tracking, training support, hardware and software accountability, all facets of networking for both local and wide area networks (classified and unclassified), database development and administration, telecommunications including on-site support at two ASC/YS remote sites (Finker AFB OK and Whiteman AFB MO), video teleconferencing (VTC) scheduling and operations, electronic document management (imaging), computer information security, communications security (COMSEC), web site development and maintenance, and other related areas including project management. These requirements, though not an exhaustive list, are described below.

1.2. **CONTRACTOR TASKS:** The contractor shall perform the following tasks:

#### **1.2.1. SERVICE DESK SUPPORT**

- 1.2.1.1 The contractor shall provide on-site computer hardware and software support to the AMC III tenants and on-site/off-site telephonic assistance to LAN/WAN users during normal business hours (0730-1700 Monday through Friday).
- 1.2.1.2 The contractor shall schedule and maintain records on laptop and secure ID card checkouts, assist customers in obtaining WPRAS accounts and provide the necessary training on their use.
- 1.2.1.3 The contractor shall use an automated system to record all calls/visits, segregated and reported by requesting organization. Data shall be segregated by organization and

include, but is not limited to:

- Log of each service call/visit received (including originating office) and actions taken until resolution, and elapsed (response) time.
- Total support calls received by category (hardware, software, maintenance, etc.) and organization.

1.2.1.4 The contractor shall coordinate with other on/off base agencies to report and/or resolve any C-CS problems.

## **1.2.2 SOFTWARE SUPPORT**

1.2.2.1 The contractor shall maintain a library of all implemented software, associated upgrade, registration, and licensing documentation.

1.2.2.2 The contractor shall develop software and software templates this includes all related/required documentation, training, and testing/implementation.

## **1.2.3 TRAINING SUPPORT**

1.2.3.1 The contractor shall identify, consolidate, and document formal computer training (both initial and recurring) requirements for the users supported in Bldg 556.

1.2.3.2 The contractor shall administer and conduct training programs and hardware/software demonstrations.

1.2.3.3 The contractor shall acquire training materials.

1.2.3.4 Training for government-unique (non-commercial) software/hardware will be subject to Government review, approval, and funding.

## **1.2.4 IMPLEMENTATION SUPPORT**

1.2.4.1 The contractor shall provide computer hardware and software acceptance, installation, and checkout support. The contractor shall be able to install Windows and Microsoft Office Packages as well as other computer software.

1.2.4.2 The contractor shall develop and maintain standard procedures checklist for all applicable C-CS support processes.

## **1.2.5 TECHNICAL KNOWLEDGE**



1.2.5.1 The contractor shall coordinate and conduct meetings, provide on-line mail and bulletin board services, and provide a user interface to relevant technical documents.

1.2.5.2 The contractor shall assist users in defining C-CS requirements.

#### **1.2.6 REQUIREMENTS ANALYSIS SUPPORT**

1.2.6.1 The contractor shall identify, analyze, and evaluate C-CS, provide recommendations, and support C-CS tactical and strategic planning.

1.2.6.2 The contractor shall identify any new software or hardware requirements, replacements and/or upgrade requirements. The contractor shall assist the government buyer in identifying the correct items.

#### **1.2.7 HARDWARE/SOFTWARE ACCOUNTABILITY SUPPORT**

1.2.7.1 The contractor shall provide inventory/configuration control support by maintaining the database and accomplishing data entry to track applicable hardware, software, and maintenance/warranty coverage.

1.2.7.2 The contractor shall maintain and document the standard operating configuration(s) for all assigned hardware.

1.2.7.3 The contractor shall report equipment failures as necessary and coordinate with appropriate vendors for warranty and/or maintenance repairs.

1.2.7.4 The contractor shall support the C-CS configuration control board(s).

1.2.7.5 The contractor shall provide support for the Air Force Automated Data Processing Equipment (ADPE) inventory, to include serving as the Primary and Alternate ADPE Custodian.

#### **1.2.8 TEST AND EVALUATION SUPPORT**

1.2.8.1 The contractor shall evaluate and analyze new hardware and software for possible implementation.

1.2.8.2 The contractor shall provide written reports of functionality, special features, and case-of-use considerations.

#### **1.2.9 MAINTENANCE/LOGISTICS SUPPORT**

1.2.9.1 The contractor shall schedule and monitor hardware maintenance work performed by various maintenance contractors. This includes troubleshooting and minor maintenance and scheduling maintenance with other contractors.

1.2.9.2 The contractor shall identify, recommend, develop, and document support procedures to ensure that supplies are available as needed.

1.2.9.3 The contractor shall coordinate with government supply system/personnel.

1.2.9.4 The contractor shall provide same support to WAN off site personnel.

#### **1.2.10 SYSTEM INTERFACE AND COMMUNICATION SUPPORT**

1.2.10.1 The contractor shall identify, analyze, design, and provide support (including installation, management, and monitoring) for system interface and communication needs for LAN and WAN connectivity and operation. This includes network management and related information security tasks and remote site support.

1.2.10.2 The contractor shall provide COMSEC support IAW AF1 33-211 (Communications Security (COMSEC) user guide and instructions received from the base COMSEC office.) This includes STU-III, KG encryption devices, NES encryption devices, and fortezza cards. These duties will require serving as the Primary and Alternate COMSEC Responsible Officers.

1.2.10.3 The contractor shall provide VTC support for both unclassified and classified operations.

#### **1.2.11 PROGRAM MANAGEMENT SUPPORT**

1.2.11.1 The contractor shall conduct C-CS special studies and reviews and document/integrate results in the form of minutes, briefings, and/or reports.

1.2.11.2 The contractor shall provide support for the re-engineering/installation of the B-2 Datalink to support cost cutting initiatives.

1.2.11.3 The contractor shall recommend hiring and allocation of personnel resources to C-CS project.

1.2.11.4 The contractor shall prepare and monitor project budget requirements and expenditure forecasts.

1.2.11.5 The contractor shall coordinate and schedule AIS project work and the submittal of Contract deliverables.

1.2.11.6 The contractor shall prepare quarterly program management review (PMR) briefings to address current C-CS issues.

1.2.11.7 The contractor shall coordinate with the other organizations (B-1 System Program Office

and SAF/AQ-OI.) located within bldg 556 in order to obtain any unique or future special requirements for their operation.

## **1.2.12 SYSTEM SUPPORT**

- 1.2.12.1 The contractor shall provide Local Area Network (LAN) and Wide Area Network (WAN), and Intranet system administration and in-house system services support for all tenants of AMC III.
- 1.2.12.2 The contractor shall provide system administration and system services support duties to include computer operations, document production, data entry, electronic data management, creating and deleting customer accounts; assessing, configuring, managing, and monitoring servers, routers, firewalls; and all related cabling, switches, hubs, peripherals; database management administrative functions, implementing user administration and access control, maintaining optimal performance, and installing, upgrading, and configuring relational database management. This includes any coordination required between 88 Communications Squadron, AFMC, and other organizations (including contractors) supporting the B-1, B-2, or SAF/AQ-OI. in order to correct any C-CS problems.
- 1.2.12.3 The contractor shall back up data files on a daily basis and overall system files on a weekly basis, ensure general system availability, and provide for disaster recovery.
- 1.2.12.4 The contractor shall provide for operations support of systems either currently installed, or installed during the performance period of this statement of work.
- 1.2.12.5 The contractor shall provide operations support for single server consolidation, AFMC Tivoli tools, Livelink, and other downward directed initiatives.
- 1.2.12.6 The contractor shall provide information security support (development of Automated Information Security System Plans (AISSPS), technical reviews of AISSPS, etc.), and security management duties for both the classified and unclassified LAN and WAN systems at the B-2 Program locations.
- 1.2.12.7 The contractor shall develop and maintain a B-2 Continuity of Operations Plan in order to recover from any operational disruptions caused by environmental and/or man-made disasters (fire, flood, sabotage, human error, etc). This plan shall describe the actions necessary during various INFOCON states of readiness.
- 1.2.12.8 The contractor shall develop, update, and maintain a computer operating instruction (OI) IAW the latest Air Force, AFMC, and Wright-Patterson AFB policies, instructions, and/or supplements. This operating instruction shall be approved by the System Program Directors and requires each computer user to acknowledge receipt of this OI.
- 1.2.12.9 The contractor shall provide support to other off site personnel.

**1.2.13 INFORMATION ASSURANCE:** The Air Force Computer Emergency Response Team (AFCERT) issues Time Compliance Network Order (TCNO) Management reports to identify known vulnerabilities in computers and computer networks. These include but are not limited to Information Assurance Vulnerability Alerts, Virus notification, Advisory Compliance Messages (ACMs), and Follow-Up Messages.

**1.2.13.1** The contractor shall report suspected vulnerabilities and security incidents in accordance with AFSSI 5021.

**1.2.13.2** The contractor shall respond to TCNOs in accordance with AFSSI 5021.

**1.2.13.3** The contractor shall implement the countermeasures identified by the advisory within the timeframe specified by the advisory. If the countermeasures cannot be implemented, the contractor shall document the inability and must receive approval from the Designated Approving Authority (see AF1 33-202) for either an alternative corrective action or to continue operations without the countermeasures. If alternative corrective action is approved, the contractor shall implement this action within the timeframe specified by the TCNO.

#### **1.2.14 SPECIAL CONSIDERATIONS**

**1.2.14.1** The contractor shall be prepared to meet with AMC III tenant personnel and any/all other organizations and contractors to address existing and/or planned C-CS capabilities or issues. Organizations/contractors include B-1, B-2, SAF/AQ-OL, prime contractors, sub contractors, WPAFB personnel, contractors, and other C-CS support contractors including vendors.

**1.2.14.2** The contractor shall cooperate with authorized AMC III tenant personnel and all other organizations or contractor personnel in scheduling meetings, exchanging data relative to assigned tasks, and in performing authorized tasks.

**1.2.14.3** The contractor shall travel in support of off-site/remote site activities. Any travel undertaken will be accomplished in accordance with Joint Travel Regulations (JTR).

**1.2.14.4** The contractor shall provide all above support at B-2 Tinker AFB, OK (ASC/YSS) and B-2 Whiteman AFB, MO (ASC/YSW) including VTC, COMSEC, and Telephone support. Contractor provided support includes, at a minimum, back-up support at ASC/YSS and ASC/YSW for all communications support to include installation of intercom and video teleconferencing centers (VTCs).

**1.2.14.5** The contractor shall provide the B-1 Program Office with PCDS (Paperless CDRL Delivery System) software installation, training, and testing support to the following off-site locations:

- (1) Tinker AFB OK
- (2) Langley AFB VA
- (3) Kirtland AFB NM with follow-on to Edwards AFB CA
- (4) Robins AFB GA
- (5) Ellsworth AFB SD with follow-on to Dyess AFB TX
- (6) Long Beach CA

This will require one trip to each location with exception of Tinker AFB OK, which will require two trips. Estimated time for each trip will require 3-5 days dependent upon problems encountered and number of installs at each location.

- 1.2.14.6 The contractor shall observe and comply with current security guidelines established by each facility (government or contractor). Each contractor employee will be required to take initial and refresher security training mandated and provided by the government.

#### 1.2.15 SUPPORT TO OTHER ORGANIZATIONS

- 1.2.15.1 The Contractor shall provide above support to all building 556 tenants. Current tenants are B-2 SPO, B-1 SPO, and SAF/AQ-OL.

- 1.2.15.2 The Contractor shall segregate and report charges/costs, service calls, hardware/software accountability, periodic activity reports, etc. by organization.

## 2.0 SERVICE DELIVERY SUMMARY

Performance Objective	SOW para.	Performance Threshold
1. Assure that customers are satisfied with quality of service.	1.2.1	At least 97% of customers contacted must be satisfied with service.
2. Provide new user and refresher training on the current computer/VTC technology as well as any other new technology that is directed for use.	1.2.3 1.2.3.2	At least 97% of new users contacted must be satisfied with their user training.
3. Maintain a database system to track the installation and movement of all accountable ADPE and software assigned to B-2 SPO.	1.2.7.1	98% of equipment must be recorded and reconcile with the annual ADPE Inventory.  The software will be reviewed annually.
4. Deliver reports, statistical information, and other items of interest that will be required by the Quarterly Program Management Review (PMR).	1.2.11.6	98% of all requested PMR interest items will be provided before the quarterly PMRs.

5. Perform server (to include web, application, and databases) administrative functions.	1.2.12.2	Maintain weekly operational availability of 97% or higher.  Perform user administration and access control functions IAW AF, AFMC, and Wright-Patterson AFB policies, instructions and/or supplements.
6. Deliver an updated computer OI.	1.2.12.8	Reviewed quarterly for accuracy With the latest directives.
7. Initiate action on all TCNOs within the time period specified by each particular message.	1.2.13.2	100% of all TCNOs are closed out before suspense date assigned or an extension is requested.
8. Deliver cost/charge reports for each organization monthly.	1.2.15.2	Reviewed monthly by FAE.

### 3.0 GOVERNMENT FURNISHED PROPERTY AND SERVICES.

The government will provide, without cost to the contractor, the equipment and services identified below. Material and facility space will be provided as indicated in this section. All such equipment and materials shall remain on WPAFB unless an individual(s) in support of a task under this contract signs it out. The government reserves the right to change, alter, and/or modify the facilities. The government will also provide access to the infrastructure and all related network and computer devices, as well as operator consoles, required to perform the work described in this SOW.

#### 3.1 GOVERNMENT-FURNISHED PROPERTY.

**3.1.1 Facilities.** The government will make office space available for contractor operations. The facilities/space allocated to the contractor under this task order shall be adjusted to the level identified in any subsequent approved revised plan. Government facilities have been inspected for compliance with the Occupational Safety and Health Act (OSHA). No hazards have been identified for which work-arounds have been established. Should a hazard be subsequently identified, the government will correct OSHA hazards according to base-wide government developed and approved plans of abatement, taking into account safety and health priorities. A higher priority for correction will not be assigned to the facilities provided hereunder merely because of this contracting initiative. The fact that no such conditions have been identified does not warrant or guarantee that no possible hazard exists, or that work-around procedures will not be necessary or that the facilities as furnished will be adequate to meet the responsibilities of the

contractor. The contractor shall return the facilities to the government in the same condition as received, fair wear and tear and approved modifications excepted. These facilities shall be used for the performance of this task order. The facilities will be shared with government personnel and may be shared with other contractor personnel as well. If deemed necessary by the government, the contractor may be required to relocate to other government-furnished facilities at no additional cost to the government.

**3.1.2 Government Furnished Equipment.** The government will provide required office stations and provide ancillary office furniture such as file cabinets, bookcases, storage cabinets, and tables. Office station is defined as:

- 1 workstation/PC meeting at least the minimum current configuration for B-1/B-2 offices
- 1 desk (or systems furniture workstation)
- 1 desk chair
- 1 visitor's chair
- 1 trash can
- Access to shared printer(s)

**3.1.2.1 Automated Data Processing Equipment (ADPE) Inventory.** The contractor shall sign a receipt, AF Form 31, **Computer System Hand Receipt**, or substitute form, for all ADPE provided by the government. The contractor and the ADPE Custodian shall jointly determine the working order and condition of all equipment. Items of equipment missing or not in working order shall be reported promptly to the ADPE Custodian. The contractor shall return all ADPE to the ADPE Custodian upon resignation or end of task order.

**3.1.3 Government Furnished Materials.** The government will furnish administrative/office supplies required for the performance of this task order to include, but not necessarily be limited to, paper, pens, pencils, ink, markers, paper clips, tape, staples, file cards, folders, computer disks, compact disks (CDs), copier, printer, and fax equipment/supplies (including paper, printer cartridges, and toner).

**3.1.4 Government Furnished Records, Files, Documents, and Work Papers.** The government will furnish those records and documentation related to the systems supported under this task order. All records, files, documents, and work papers provided by the government or generated in support of this contract are government property.

**3.1.5 Government Furnished Software.** The government will provide the necessary COTS software maintain and enhance the applications supported under this task order. The government will also provide maintenance for most, but not all, of said software.

## **3.2 GOVERNMENT-FURNISHED SERVICES.**

**3.2.1 Utilities.** The government will furnish electricity, water, sewage, and heating for facilities.

**3.2.2 Postal or Installation Distribution.** The government will provide on-base mail distribution via the Base Information Transfer System (BITS) for official government mail matter only, under the terms of this contract.

**3.2.3 Telephones and Telephone Service.** The government will provide telephones and service to include consolidated unsecured voice, dial-up switched communication service, Defense Switched Network (DSN) and commercial long-distance access. The contractor shall comply with the provisions of AFI 33-111, *Telephone Systems Management*, and DMATS Directives (1 through 9).

**3.2.4 Custodial Services.** The government will provide custodial service to the extent provided in the Base Custodial Contract(s) for the facilities provided.

**3.2.5 Refuse Collection.** The government will provide refuse service for the facilities provided.

**3.2.6 Fire Protection.** The government will provide fire prevention and protection, inspection and maintenance of government-furnished fire extinguishers. Fire Department telephone extension is 911 for emergencies and 257-6767 for routine calls.

**3.2.7 Real Property Maintenance.** The government will provide maintenance and repair of government-furnished real property facilities.

**3.2.8 Emergency Medical Service.** The government will provide emergency medical treatment and emergency patient transportation service for contractor personnel who are injured or become critically ill while on WPAFB during the performance of this task order. The contractor shall reimburse the government for the cost of medical treatment and patient transportation service at the current inpatient or outpatient treatment rate, as appropriate. The emergency telephone number is 911.

**3.2.9 Security Force.** The government will provide general on-base Security Force service. The Security Force phone extension is 911 for emergencies and 257-6516 for routine calls.

**3.2.10 Printing/Duplicating Services.** The government will provide shared use of existing copier machines for performance of this task order. The contractor shall not outsource any printing or duplicating requirements in the performance of this contract.

**3.2.11 Forms and Publications.** The government will provide forms and publications expressly required to perform the work in the SOW.

#### **4.0 GENERAL INFORMATION.**

**4.1 Work Schedules.** The contractor shall manage their schedule and employees in such a manner to meet the requirements outlined in this statement of work to include work on evenings, weekends, and federal holidays (e.g. minimize end-user disruptions). Work in excess of forty (40) hours will be billed at the normal contract rate.

**4.2 Security.** This is a classified effort. A DD Form 254, DOD Contract Security Classification



Specification, applies. A facility clearance is required; however, storage of classified at the contractor location is not required. All personnel must be eligible to meet special access program security requirements.

**4.3 Contractor Identification.** The contractor shall display a contractor identification badge at all times while in a government facility.

**4.4 Vehicle Registration.** The contractor shall register and apply the appropriate decals to all personal vehicles requiring access to Wright-Patterson AFB during the course of their work.

**4.5 Data Protection and Non-Disclosures.** The contractor shall comply with the following conditions to ensure the protection and non-disclosure of data stored on systems and transported over networks supported by this task order:

- Protect other contractor's proprietary data (Conflict of Interest clauses)
- Protect classified data (DoD Industrial Security Regulations and DD254).
- Protect privacy information (FAR 52.224-1 and 52.224-2)
- Protect For Official Use Only (FOUO) data

**4.6 Performance of Services During Crisis Declared by National Command Authority or Overseas Combatant Commander.** Performance of this requirement is not deemed to be essential during crisis according to DoDI 3020.37.

**4.7 Quality Control.** Contractor shall develop and maintain a quality program to ensure services are performed in accordance with commonly accepted commercial practices. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. As a minimum, the contractor shall develop quality control procedures that address the areas identified in paragraph 2, Service Delivery Summary. The government evaluator must have a specific quality control inspector to notify in case of customer complaints.

**4.8 Quality Assurance.** The government will evaluate the contractor's performance in accordance with the Quality Assurance Surveillance Plan.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION (The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)		1. CLEARANCE AND SAFEGUARDING A. FACILITY CLEARANCE REQUIRED <b>TOP SECRET</b> B. LEVEL OF SAFEGUARDING REQUIRED <b>NA</b>	
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)		3. THIS SPECIFICATION IS: (X and complete as applicable)	
A. PRIME CONTRACT NUMBER <b>F33601-00-D-P001-5087</b> Comp. DTIC 157104		X ORIGINAL (Complete date in all cases) DATE (YYYYMMDD) <b>20030830</b>	
B. SUBCONTRACT NUMBER		A. REVISED (Substitute in previous space) DIVISION NO. DATE (YYYYMMDD)	
C. SOLICITATION OR OTHER NUMBER DUE DATE (YYYYMMDD)		C. FINAL (Complete item B in all cases) DATE (YYYYMMDD)	
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under <b>F33601-00-D-P001-5087</b> (Preceding Contract Number) is transferred to this follow on contract.			
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____, permission of the classified material is authorized for the period of _____.			
6. CONTRACTOR (Include Commercial and Government Entry (CAGE) Code)			
a. NAME, ADDRESS, AND ZIP CODE <b>RS Information Systems, Incorporated 1651 Old Meadow Road, Ste 500 McLean, Virginia 22102</b>		b. CAGE CODE <b>OZ4US</b>	
		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>DSS Capital Region 938 Elkridge Landing Rd Ste 300 Linthicum, MD 21090</b>	
7. SUBCONTRACTOR			
a. NAME, ADDRESS, AND ZIP CODE <b>N/A</b>		b. CAGE CODE <b>N/A</b>	
		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>	
8. ACTUAL PERFORMANCE			
a. LOCATION <b>N/A</b>		b. CAGE CODE <b>N/A</b>	
		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT <b>Communication-Computer Support for B-2 SPO, B-1 SPO, and SAP/AQ-OI organizations.</b>			
10. CONTRACTOR WILL REQUIRE ACCESS TO:			
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		YES NO	
b. RESTRICTED DATA		YES NO	
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		YES NO	
d. FORMALLY RESTRICTED DATA		YES NO	
e. INTELLIGENCE INFORMATION		YES NO	
(1) Sensitive Compartmented Information (SCI)		YES NO	
(2) Non-SCI		YES NO	
f. SPECIAL ACCESS INFORMATION		YES NO	
g. NATO INFORMATION		YES NO	
h. FOREIGN GOVERNMENT INFORMATION		YES NO	
i. LIMITED DISSEMINATION INFORMATION		YES NO	
j. FOR OFFICIAL USE ONLY INFORMATION		YES NO	
k. OTHER (Specify)		YES NO	
		YES NO	
11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
1. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY BY ANOTHER CONTRACTOR OR FACILITY OR A GOVERNMENT AGENCY		YES NO	
2. RECEIVE CLASSIFIED DOCUMENTS ONLY		YES NO	
3. RECEIVE AND GENERATE CLASSIFIED MATERIAL		YES NO	
4. FABRICATE, MODIFY, OR STONE CLASSIFIED HARDWARE		YES NO	
5. PERFORM SERVICES ONLY		YES NO	
6. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY BY ANOTHER CONTRACTOR OR FACILITY OR A GOVERNMENT AGENCY		YES NO	
7. BE AUTHORIZED TO USE THE SERVICES OF DEPENDENT PERSONAL INFORMATION		YES NO	
8. REQUIRE A COMSEC ACCOUNT		YES NO	
9. HAVE TRAVEL REQUIREMENTS		YES NO	
10. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		YES NO	
11. BE AUTHORIZED TO USE THE DEFENSE COUNSEL SERVICE		YES NO	
12. OTHER Activity		YES NO	
		YES NO	
Notification of Government Security Activity is required (See Addendum)			

DD FORM 254, DEC 1985

PREVIOUS EDITION IS OBSOLETE.

- 12. PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (Specify)

ASC/PA

1865 Fourth St., Ste 15

Wright-Patterson AFB Ohio 45433-7129

Public release of Sensitive Compartmented Information (SCI) is not authorized.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.  
 \*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

- 13. SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (All in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

The National Industrial Security Program Operating Manual (NISPOM), NISPOM Supplement (NISPOMSUP) and DoD Overprint to the NISPOMSUP applies to this contract.

a. Ref Blk 10a: COMSEC Safeguarding requirements apply. For on base performance, COMSEC is incumbent on the government.

b. Ref Blk 10e(1): Contractor requires access to SCI materials; SCI security requirements apply, see SCI addendum for details.

c. Ref Blk 10e(2): Contractor will require access to intelligence information and must comply with AFI 14-303/AFMC Supplement 1. The Program Manager has determined that disclosure does not create an unfair competitive advantage for the contractor or a conflict of interest with the contractor's obligation to protect the information. The contractor will submit the AFMC Form 210 to the ASC SIO (ASC/IN) for approval prior to granting access.

d. Ref Blk 10f: The NISPOM Supplement (NISPOMSUP), 29 Dec 94, and the DoD overprint to the NISPOMSUP, February 1998 applies to this contract for Special Access Requirements.

e. Ref Blk 10j: For Official Use Only (FOUO) applies. See addendum.

f. Ref Blk 11a: Releasing government activity will furnish complete classification guidance for the service to be performed. On base performance in support of ASC/YSXI will occur at Tinker AFB OK, Whiteman AFB MO and Wright-Patterson AFB OH. If any classified information is generated in the performance of this contract at the identified location, the contractor shall apply derivative classification and marking consistent with the source material.

g. Ref Blk 11i: EMSEC requirements apply. For on base performance EMSEC is incumbent on the government.

h. Ref Blk 11j: OPSEC Requirements apply. ASC/YSXS will provide OPSEC guidance.

i. Ref Blk 11l: The Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract section 1 for details.

j. Functional Area Chief: Mr. Lawrence Long, ASC/YSX. (937) 255-9445

k. Functional Area Evaluator: Ms. Vicki Long, ASC/YSXA. (937) 255-9309


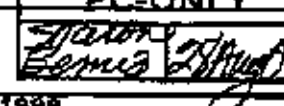
Administrative Contract Officer Address: DCMAD-Boston/GPOJ, 495 Summer Street, Boston, MA 02210

Coordinated (via email) by LtCol Barbara E. Furryk-Olson, ASC/IN, (937) 255-8108 on 27 Aug 03 (skb).

- 14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☒ Yes ☐ No  
 (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is needed.)  
 Ref Blk 10f: SAR/Procedures apply. Guidance for gaining access will be provided by B-2 Security Office, ASC/YSXS.  
 Ref Blk 10e(1): SCI Requirements apply. COR is Keith Prager, ASC/YSXS, 1 billet.  
 Ref Blk 11j: OPSEC Requirements apply. CIs will be provided to contractor under separate cover and updated as required.

- 15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No  
 (If Yes, explain and identify specific areas or elements covered and the activity responsible for inspections. Use item 13 if additional space is needed.)  
 Ref Blk 11i: DSS is relieved of all security oversight for performance on the installation. For performance on WPAFB, security oversight will be under the cognizance of 88 SFS/SFAS for non-SAR performance and by ASC/YSXS for SAR performance.  
 Ref Blk 10e(1): SCI security requirements apply, see SCI addendum (para 13) for details

- 16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL FRIEDA THORNTON		b. TITLE Contracting Officer		c. TELEPHONE (Include Area Code) (937) 656-4489 857-2354407	
d. ADDRESS (Include Zip Code) ASC/PKWS 1940 Allbrook Drive, Suite 3 WPAFB OH 45433-5309		<div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>88SFS/SFAS</b>  <b>COORDINATION</b>  <b>PC-ONLY</b> </div>		<b>17. REQUIRED DISTRIBUTION</b> <input checked="" type="checkbox"/> a. CONTRACTOR <input checked="" type="checkbox"/> b. SUBCONTRACTOR <input checked="" type="checkbox"/> c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR <input checked="" type="checkbox"/> d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION <input checked="" type="checkbox"/> e. ADMINISTRATIVE CONTRACTING OFFICER <input checked="" type="checkbox"/> f. OTHERS AS NECESSARY	
e. SIGNATURE 		<div style="border: 1px solid black; padding: 5px;">  </div>			

**ADDENDUM TO DD FORM 254 (Block 10a(1))**  
**SENSITIVE COMPARTMENTED INFORMATION (SCI) CLAUSES**

1. Reference Block 14: AFMAN 14-304; DoD 5105.21-M-1; DCID 6/3, 6/4, 6/8, 6/9, and 1/19; JDCSISSS; and DIAM 50-4 provide the necessary guidance for physical, personnel, industrial, information, and information systems security measures and is part of the Sensitive Compartmented Information (SCI) security specifications for the contract.

2. SCI will not be released to contractor employees without the specific release approval by the originator of the material as outlined in the governing directives and based on prior approval and certification of "need-to-know" by the Contracting Officer's Representative (COR):

Kelli Frazer

(Office Symbol)

ASC/YSXS

(Phone)

937-656-5162

(Name)

3. Names of contractor personnel requiring access to SCI and justification for SCI billets will be submitted for coordination and action to SSO ASC/INS after the contract monitor approval/concurrence. Upon receipt of written approval from the COR, the Contractor Special Security Officer (CSSO) may submit the necessary forms to Defense Security Service (DSS) for a Single Scope Background Investigation (SSBI) for those personnel nominated for SCI access in accordance with the National Industrial Security Program Operating Manual (NISPOM).

4. This contract requires a total of 1 SCI contract billets in order to fulfill contractual obligations incurred. SCI access is subject to US Government review and approval as outlined in the aforementioned SCI security regulations. Upon completion or cancellation of the contract, the CSSO will debrief all personnel not required for contract closeout and those billets will be disestablished.

5. The CSSO must restrict access to only those individuals who possess the necessary security clearance and who are actually providing services under the contract. Further dissemination to other contractors, sub-contractors, other government agencies, private individuals or organizations is prohibited unless authorized in writing by the releasing agency.

6. SCI materials furnished in support of this contract remains the property of the DoD department or command that released it. Upon completion or cancellation of the contract, all SCI materials furnished will be returned to the direct custody of the originator of the materials.

7. Classified foreign intelligence materials must not be released to foreign nationals or immigrant aliens whether or not they are also consultants, US contractors, or employees of the contractor, regardless of the level of their security clearance, except with advanced written permission from the originator.

8. Inquiries pertaining to classification guidance on SCI will be directed to the COR listed in para 2 above. SCI security management issues shall be directed to SSO ASC/INS, phone (937) 255-3932, DSN prefix 785.

9. An SCI Facility (SCIF) meeting the physical security requirements outlined in DCID 6/9 must be either used for contract work or established and maintained at the contractor location. All SCI used for this contract shall be stored, handled, and maintained in a SCIF, be it the local contractor SCIF or similarly SCI-accredited facilities used by the contractor. Address of SCIF for contract execution: 715 WPS, Bldg 706, Whiteman AFB, MO.

10. For contract work within a contractor established SCIF, information systems (computers), electronic connectivity, and similar electronic methods of storing and communicating within and outside the SCIF must be in compliance with DCID 6/3, DIAM 50-4, the JDCSISSS, and any additional instructions issued by DIA/DAC-2A, HQ AFMC/INS, and SSO ASC/INS.

11. The CSSO must maintain accountability for all classified foreign intelligence materials released to their custody.

12. The CSSO must not reproduce classified foreign intelligence without advance approval of the releasing agency. If permission is granted, each copy will be controlled in the same manner as the original. The CSSO must not destroy any classified foreign intelligence without advance approval of the releasing agency.

13. Reference Block 15: This contract requires access to SCI. If the contractor has established a SCIF, the Defense Intelligence Agency (DIA) and its designees are responsible for all inspections of the contractor SCIF and SCI security management program for ensuring compliance with all SCI security regulations and policies.

Effective: 27 February 2003  
 SCI requirements reviewed and approved (via email) by MSgt Penny L. Russ, ASC/INS, (937) 255-4087  
 on 28 August 2003 (skb).

**ADDENDUM TO DD FORM 254 (Block 10))**  
**FOR OFFICIAL USE ONLY (FOUO)**  
*(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)*

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.
2. **MARKING:**
  - a. FOUO information received (released by a DoD component) should contain the following marking, when received: ***THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.***
  - b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.
  - c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.
  - d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
  - e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
3. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.
4. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmitted documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.
5. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*
6. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

Effective 12 February 2002

**ADDENDUM TO DD FORM 254 (Block 11c)  
SPECIAL CONSIDERATIONS  
(AFMAN 33-214V EXTRACT)**

**3.4. Special Items.** People may innocently introduce other radio devices, such as pagers, hand-held portable transceiver radios, cellular telephones, cordless telephones, and cordless microphones into the area processing classified information with disastrous results. Also, alarm systems may use radio transmitters to alert remotely located security or fire-fighting teams.

**3.4.1. Hand-Held Radios.** These countermeasures are required. Hand-held radio transceivers used with intrabase radios and land mobile radios deserve special consideration because of their unique operational applications. A person may carry these devices into an area where classified information is processed. If the person carrying such a device works in the facility, either turn off the device and use the telephone or separate it 2 meters from classified processors; no transmissions are allowed. If the person carrying the device is a short-term visitor, it is not necessary to turn off the radio because the visitor usually moves about in the facility. Infrequent transmissions are allowed, but only for short durations.

**3.4.2. Beepers and Pagers.** These countermeasures are required. Beepers and pagers deserve special consideration because of their unique operational applications. A person may carry these devices into an area where classified information is processed. If the person carrying such a device works in the facility, either turn off the device and use the telephone or keep the device 2 meters from classified processors. If the person carrying the device is a short-term visitor, it is not necessary to turn off the device because the visitor usually moves about in the facility. If the device has a transmit capability, follow the instructions for hand-held radios.

**3.4.3. Alarm Systems.** These countermeasures are required. The mode of operation of alarm systems radio frequency transmitters will determine their treatment. Any such transmitter with a continuous transmit mode or a high duty cycle (transmits most of the time) must meet the same separation requirements as all other fixed transmitters; follow the applicable guidance in paragraph 3.3. If they do not meet these requirements, exclude them from operating in the classified information processing area. Low duty cycle (transmits short bursts infrequently) systems are not considered hazards and require no special treatment.

**3.4.4. Cellular Telephones.** These countermeasures are required. When a cellular telephone is used as an operational necessity separate it 5 meters from RED equipment. When the cellular telephone is a personal asset, its use is prohibited. Disable the unit from receiving calls or separate it 10 meters from RED processors. Cellular telephones are excluded from operating within 10 meters of the classified information processing area when the facility is located outside the United States.

**3.4.5. Cordless Telephones.** These countermeasures are required. When a radio frequency cordless telephone is used as an operational necessity, separate it 5 meters from RED equipment. When the cordless telephone is a personal asset, its use is prohibited. Disable the personal cordless telephones from receiving calls or separate it 10 meters from RED processors. There are no separation requirements for infrared cordless telephones. Cordless telephones are excluded from operating within 10 meters of the classified information processing area when the facility is located outside the United States.

**3.4.6. Cordless Microphones.**

**3.4.6.1. Radio Frequency Cordless Microphones.** These countermeasures are required. When a radio frequency cordless microphone, encrypted or unencrypted, is used for briefing either classified information or unclassified information, separate it 10 meters from RED equipment. Using unencrypted radio frequency cordless microphones for classified briefings is prohibited.

**3.4.6.2. Infrared Cordless Microphones.** These countermeasures are required. Using an infrared cordless microphone for briefing classified information requires blocking the line of sight to a possible place where an adversary could detect the infrared emanations. Do not forget that smooth or shiny surfaces cause infrared signals to be reflected. The best solution is to use a closed room, keeping the doors closed and covering the windows with drapes.

**3.4.7. Cordless Accessories.** These countermeasures are required. When a radio frequency cordless accessory such as a keyboard or a mouse is used, separate it 5 meters from RED equipment. Radio frequency cordless accessories cannot be used to process classified information unless encrypted.

**3.4.8. Wireless Local Area Networks (LAN).** These countermeasures are required. When a radio frequency wireless LAN is used, separate the transmitter and receiver units 5 meters from RED equipment.

**3.4.9. Infrared LANs.** These countermeasures are required. An infrared LAN processing classified information requires blocking the line of sight to a possible place where an adversary could detect the infrared emanations. Do not forget that smooth or shiny surfaces cause infrared signals to be reflected. The best solution is to use a closed room, keeping the doors closed and covering the windows with drapes.

**3.4.10. Infrared Devices.** These countermeasures are required. Infrared devices not covered by any subparagraph of paragraph 3.4 requires blocking the line of sight to a possible place where an adversary could detect the infrared emanations. Do not forget that smooth or shiny surfaces cause infrared signals to be reflected. The best solution is to use a closed room, keeping the doors closed and covering the windows with drapes.

**NOTE:** If guidance in paragraph 3.3 on Alarm signals is needed, please contact the Program Manager/Contract Monitor to obtain.

Effective 9 April 2002

**ADDENDUM TO DD FORM 254 (Block 11i)  
EMISSION SECURITY (EMSEC) REQUIREMENTS  
(FORMERLY TEMPEST REQUIREMENTS)**

**EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)**

**FOR ALL CLASSIFIED SYSTEMS**

1. The contractor shall ensure that compromising emanations (EMSEC) conditions related to this contract are minimized.
  2. The contractor shall provide countermeasure assessment data to the Contracting Officer (CO), in accordance with Chapter 8 of the NISPOM, in the form of an ESAR. The ESAR shall provide only specific responses to the data required in paragraph 3 below. The contractor's standard security plan shall NOT be used as a "stand-alone" ESAR response. The contractor shall NOT submit a detailed facility analysis/assessment. The ESAR information will be used to complete an EMSEC Countermeasures Assessment. Review of the contractor's facility to be performed by the government EMSEC authority using current Air Force EMSEC directives. EMSEC is applied on a case-by-case basis and further information may be required to complete the review. The contractor shall provide this information to the CO when requested. After the evaluation of the ESAR by the government EMSEC authority, additional EMSEC requirements may be necessary. When changes to the information required in paragraph 3 below occurs (including, but not limited to, relocation, additions, or deletions of equipment from the original approved room), the contractors shall notify the CO of these changes. Upon request, the contractor shall submit to the CO a new ESAR, identifying the new configuration at least 30 days before the change occurs. The contractor shall NOT commence processing with the new configuration until receiving, as a minimum, interim approval from the CO.
  3. \*ESAR contents shall include, as a minimum, the following information:
    - a. The specific classification and special categories of material to be processed/handled by electronic means. Include percentage of each classification level used including unclassified (i.e., 5% Top Secret, 10% Secret/SAR, 25% Secret, 60% Unclassified).
    - b. The specific location (complete address, building/room number, or office) where classified processing will be performed. Include identification of any other contractor/company located within 200 meters of the facility.
    - c. Attach a copy of the Defense Investigative Service (DIS) Form 147 to validate physical security and approved storage level of the facility.
    - d. Provide the name, title, and telephone number (commercial and/or DSN) of a point of contact at the facility where processing will occur.
  4. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. The subcontractor will provide the above documentation through their prime to the CO to complete the ESAR.
  5. In addition to the information required for all classified systems, the following will be required for Top Secret processing:
    - a. Identify the radius (in meters) of the physical control space available around the system, equipment, or facility. Describe the barriers, doors, fences, walls, etc that define the area. Describe the control exercised over the area during duty and nonduty hours. Describe other factors, which contribute to control (i.e., visitor procedures, escort requirements, searches of personnel and/or vehicles, etc).
    - b. Identify the type and location (relative to the classified system) of any unfiltered/telephone or communication lines, shielded or unshielded twisted pair cables or fiber, underground or unfiltered power lines, conduit, heating and air conditioning ducts, water pipes, etc, that transgress the established controlled area.
    - c. Describe the building in which the classified system(s) is housed, i.e., concrete block outer walls, 2" X 4" and single ply gypsum board inner walls, true floor to true ceiling walls, metallic (steel) or solid wood doors, windows (if there are windows, describe the type of coverings on them), etc.
    - d. Diagrams and/or drawings would be extremely helpful.
  6. Additional information may be requested upon review of the documentation provided.
- \*NOTE: A copy of your Automated Information System Security Plan(s) (AISSP) will suffice.

Effective 18 July 2002

**ADDENDUM TO DD FORM 254 (Blk 11)**  
**NOTIFICATION OF WPAFB SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH (WPAFB), the Contractor shall provide to 88 SFS/SPAS Bldg 8, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;

b. The contract number and military contracting command;

c. The highest classification category of defense information to which Contractor employees will have access;

d. The date Contractor operations will begin on WPAFB OH;

e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002



**ADDENDUM TO DD FORM 254 (Block 11L)  
NOTIFICATION OF SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on the Government Installation, the Contractor shall provide each Servicing Security Activity the following information:

72 SFS/SFA

7373 FIFTH ST, STR 132

TINKER AFB OK73145-9009

a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;

b. The contract number and military contracting command;

c. The highest classification category of defense information to which Contractor employees will have access;

d. The date Contractor operations will begin on the installation;

e. The estimated completion date of operations on the installation;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002



SCHEDULE OF CHANGES

1. Pursuant to FAR 52.243-3 "Changes - Time-and-Materials or Labor-Hours," the below task order is hereby modified to revise the ceiling prices, increase/decrease funding, and change period of performance for contract line item numbers (CLINs) 0001, 0006, and 0008. As a result, the total task order ceiling price and amount obligated is increased by \$73,500.00

2. Department of Defense Form 1155, Block 26, is hereby changed FROM \$756,556.90 TO \$830,056.90, an increase of \$73,500.00.

3. SECTION B: is modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
------	----------------------	-------------------	---------------------------------

0001	CLIN Change		EST +\$61,500.00
------	-------------	--	------------------

*Noun:* LABOR - B-2 SPO ONLY  
*New Total Item Amount:* \$638,500.00  
*ACRN:* 9  
*PR/MIPR:* F50RYS32110100 -\$577,000.00  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 30 AUG 2003  
*Completion Date:* 15 JAN 2004  
*Descriptive Data:*

a. The contractor shall provide non-personal services IAW Attachment 1, Attachment 2, and Exhibit A attached to the "Order for Supplies or Services" awarded 30 Aug 2003.

b. The ceiling price of CLIN 0001 is herein revised from \$646,378.21 to \$638,500.00 (a decrease of \$7,878.21) for performance through 15 Jan 2004.

c. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0001 through 15 Jan 04 is \$638,500.00. This CLIN is fully funded.

000101	CLIN Establish		
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AA	+\$577,000.00
	<i>PR/MIPR:</i>	F50RYS32110100	\$577,000.00
	<i>Descriptive Data:</i>	The amount of funding for this sub CLIN is \$577,000.	

000102	CLIN Establish		
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AE	+\$61,500.00
	<i>PR/MIPR:</i>	F50RYS33510100	\$61,500.00

SCHEDULE OF CHANGES

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0005	CLIN Change		NSP
	<i>Noun:</i>	DATA FOR CLIN 0001	
	<i>Total Item Amount:</i>	\$0.00	
	<i>ACRN:</i>	AA	
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	30 AUG 2003	
	<i>Completion Date:</i>	15 JAN 2004	
	<i>Descriptive Data:</i>	Contractor shall provide data in support of CLIN 0001 in accordance with Exhibit A.	
0006	CLIN Change		EST +\$14,500.00
	<i>Noun:</i>	LABOR FOR B-1 SPO ONLY	
	<i>New Total Item Amount:</i>	\$178,000.00	
	<i>ACRN:</i>	9	
	<i>PR/MIPR:</i>	F10YDF32100100	-\$163,500.00
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	30 AUG 2003	
	<i>Completion Date:</i>	15 JAN 2004	
	<i>Descriptive Data:</i>	<p>a. The contractor shall provide non-personal services IAW Attachment 1, Attachment 2, and Exhibit A attached to the "Order for Supplies or Services" awarded 30 Aug 2003.</p> <p>b. The ceiling price of CLIN 0006 is herein revised from \$184,819.81 to \$178,000.00 (a decrease of \$8,819.81) for performance through 15 Jan 2004.</p> <p>c. In accordance with clause 1A-423C, the total amount now obligated and currently available to support CLIN 0006 through 15 Jan 04 is \$178,000.00. This CLIN is fully funded.</p>	
000601	CLIN Establish		
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AB	+\$166,000.00
	<i>PR/MIPR:</i>	F10YDF32100100	\$166,000.00
	<i>Descriptive Data:</i>	The amount of funding for this sub CLIN is 166,000. The amount of \$2,500 was transferred from CLIN 0008.	
000602	CLIN Establish		
	<i>Noun:</i>	Funding Info Only	
	<i>ACRN:</i>	AD	+\$12,000.00
	<i>PR/MIPR:</i>	F10YDF33520100	\$12,000.00
	<i>Descriptive Data:</i>	The amount of funding for this sub CLIN is \$12,000.00.	

SCHEDULE OF CHANGES

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0008	CLIN Change		EST -\$2,500.00
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Noun: TRAVEL FOR B-1 SPO ONLY  
 New Total Item Amount: \$0.00  
 ACRN: AB  
 PR/MIPR: F10YDF32100100 -\$2,500.00  
 DD1423 is Exhibit: A  
 Contract type: S - COST  
 Start Date: 30 AUG 2003  
 Completion Date: 30 DEC 2003  
 Descriptive Data:

- a. The ceiling price is herein revised from \$12,709.27 to \$0.00 (a decrease of \$12,709.27) for performance through 15 Jan 04.
- b. In accordance with clause IA-423C, the total amount now obligated and currently available to support CLIN 0008 is \$0.00 for performance through 15 Jan 04. (Original funding for this CLIN in the amount of \$2,500.00 has been transferred to CLIN 0006.)

4. Section G is modified as shown below:

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
------	--	----------------------

AA	ACRN Change	+0.00
	57 33600 293 3620 653843 2AC000 58200 64240F 503000 F03000	
	Total ACRN Amount: \$583,000.00	
	Funding breakdown: On CLIN 0001: -\$577,000.00	
	On CLIN 000101: +\$577,000.00	

AB	ACRN Change	+\$0.00
	57 33600 293 3620 654596 2AB000 592BG 64226F 503000 F03000	
	Total ACRN Amount: \$186,000.00	
	Funding breakdown: On CLIN 0006: -\$163,500.00	
	On CLIN 000601: +\$166,000.00	
	On CLIN 0008: -\$2,500.00	

AD	ACRN Establish	\$12,000.00
	57 43600 294 3620 654596 2AB000 592BG 64226F 503000 F03000	
	New ACRN Amount: \$12,000.00	
	Funding breakdown: On CLIN 000602: +\$12,000.00	
	PR/MIPR: F10YDF33520100 \$12,000.00	

SCHEDULE OF CHANGES

<u>ACRN</u>	<u>Appropriation/Lmt Subhead/Supplemental Accounting Data</u>	<u>Obligation Amount</u>
<b>AE</b>	ACRN Establish	
	57 43600 294 3620 653843 2AC000 43900 64240F 503000 F03000	\$61,500.00
	New ACRN Amount: \$61,500.00	
	Funding breakdown: On CLIN 000102: +\$61,500.00	
	PR/MIPR: F50RYS33510100 \$61,500.00	

5. This Supplemental Agreement constitutes a full and equitable agreement arising out of and in connection with the changes effected herein.

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 7

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33601-00-D-P001		2. DELIVERY ORDER/ CALL NO. 5097		3. DATE OF ORDER/ CALL (YYYYMMDD) 16 JAN 2004		4. REQUISITION/PURCH REQUEST NO. SEE SCHEDULE		5. PRIORITY DO-C9	
6. ISSUED BY ASC/PKWIS DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5308 GEORGEANN THOMPSON 93725/2135 X4432 GeorgeAnn.Thompson@wpafb.af.mil				7. ADMINISTERED BY (If Other Than 6) DCMA BALTIMORE 217 EAST REDWOOD STREET SUITE 1800 BALTIMORE MD 21202-5290		8. DELIVERY FOR DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule 15)			
9. CONTRACTOR NAME AND ADDRESS RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS SMALL SMALL DISADVANTAGED WOMEN OWNED		12. DISCOUNT ITEMS N		13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 15 (PAYMENT OFFICE)	
14. SHIP TO SEE SCHEDULE		15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264		16. PAYMENT EFT		17. MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER DELIVERY CALL <input checked="" type="checkbox"/> PURCHASE		This delivery order call is issued on similar Government agency or in accordance with and subject to terms and conditions of above numbered contract.							
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE SEE SCHEDULE									
18. ITEM NO.									
19. SCHEDULE OF SUPPLIES/SERVICES									
20. QUANTITY ORDERED/ACCEPTED									
21. UNIT									
22. UNIT PRICE									
23. AMOUNT									
24. UNITED STATES OF AMERICA									
25. QUANTITY IN COLUMN 20 HAS BEEN INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED									
26. QUANTITY IN COLUMN 20 HAS BEEN DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE									
27. SHIP NO.									
28. D.O. VOUCHER NO.									
29. TOTAL \$160,800.00									
30. INITIALS									
31. AMOUNT VERIFIED CORRECT OR									
32. CHECK NUMBER									
33. BILL OF LADING									
34. RECEIVED BY (Print)									
35. DATE RECEIVED (YYYYMMDD)									
36. TOTAL CONTAINERS									
37. S/R ACCOUNT NO.									
38. S/R VOUCHER NO.									

## 1. Section B:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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000102

0001

Noun: LABOR

ACRN: 9

DD1423 Is Exhibit: A

Contract type: Y - TIME AND MATERIALS

Start Date: 16 JAN 2004

Completion Date: 09 MAR 2004

Descriptive Data:

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "Statement of Work Computer Support for the Aeronautical Enterprise Program Office" dated 17 Dec 2003," Attachment 2 "DD Form 254 Contract Security Classification Specification," and Exhibit A "Contract Data Requirements List."

b. The estimated price established for CLIN 0001 is \$1,126,358.84 for total period of performance from 16 Jan 04 through 15 Jan 04.

c. The current estimated price for CLIN 0001 is \$157,074.55 to support performance through 09 Mar 2004 (reference clause IA-423C and SCR H-675). Amount remaining to be funded, \$969,284.29, will be accomplished in accordance with SCR H-675.

EST \$157,074.55

000101

Noun: Funding Info Only

ACRN: AA \$128,000.00

PR/MIPR: F50RSM33430100 \$128,000.00

000102

Noun: Funding Info Only

ACRN: AB \$29,074.55

PR/MIPR: F50RSM33290100 \$29,074.55



## SCHEDULE

ITEM	SUPPLIES OR SERVICES	Qty		Unit Price
		Purch	Unit	Total Item Amount

0003

EST \$1,646.25

*Noun:* ODC  
*ACRN:* AB  
*PR/MIPR:* F50RSM33290100 \$1,646.25  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 16 JAN 2004  
*Completion Date:* 09 MAR 2004

*Descriptive Data:*

a. The contractor shall provide Liability Insurance as Automated Data Processing Equipment (ADPE) Custodian for Government Furnished Equipment in accordance with Attachment 1 "Statement of Work Aeronautical Enterprise Program Office" dated 17 Dec 2003, paragraph 1.4.3.

b. The estimated price established for CLIN 0003 is \$1,646.25 for performance through 15 Jan 05.

c. The current estimated price for CLIN 0003 is \$1,646.25 to support performance through 9 Mar 04. This CLIN is fully funded.

0004

EST \$2,079.20

*Noun:* TRAVEL  
*ACRN:* AB  
*PR/MIPR:* F50RSM33290100 \$2,079.20  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 16 JAN 2004  
*Completion Date:* 09 MAR 2004

*Descriptive Data:*

a. The contractor shall provide travel in support of CLIN 0001 IAW Attachment 1, Attachment 2, and Exhibit attached hereto.

b. The estimated ceiling price established for CLIN 0004 is \$2,079.20 for performance through 15 Jan 05.

c. The current estimated price for CLIN 0004 is \$2,079.20 for performance through 9 Mar 04. This CLIN is fully funded.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0005

NSP

*Noun:* DATA  
*ACRN:* U  
*DD1423 is Exhibit:* A  
*Contract type:* Y TIME AND MATERIALS  
*Start Date:* 18 JAN 2004  
*Completion Date:* 03 MAR 2004

*Descriptive Data:*

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" attached to subject Order for Supplies or Services.

b. The price for this CLIN is contained in CLIN 0001.

## 2. Section G - Contract Administration Data

a. ACRNs AA and AB are hereby established as follows:

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
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AA		\$128,000.00
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57 43600 294 4720 854885 2JYC08 59200 65011F 503000 F03000

*Funding breakdown:* On CLIN 000101: \$128,000.00

*PR/MIPR:* F50RSM33430100 \$128,000.00

AB		\$32,800.00
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5743400304 304 4720 2N153Q 040000 59200 72806F 503000 F03000

*Funding breakdown:* On CLIN 000102: \$29,074.55

On CLIN 0003: \$1,646.25

On CLIN 0004: \$2,079.20

*PR/MIPR:* F50RSM33290100 \$32,800.00

*Descriptive data:*

SC: 81 and CSN: MP3599

b. Inspection and Acceptance is as follows:

**1. INSPECTION AND ACCEPTANCE**

ASC/AAO, Bruce Kusmierczyk, is designated as the office responsible for all work accomplished on this order. Acceptance will take place at the time of invoice certification.

**2. INVOICING INSTRUCTIONS**

For the purposes of this contract, the contractor is hereby authorized to use certified invoices in lieu of a separate invoicing report. The contractor shall submit invoices to ASC/AAO, ATTN: BRUCE KUSMIERCZYK, 2145

SCHEDULE

**Monahan Way, BLDG 28, RM 236, AREA B, WRIGHT-PATTERSON AFB, OH 45433** for certification.

Upon completion of the certification process, the certifying official shall forward 2 copy(ies) of the certified invoice to the designated payment office and 1 copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures.

**Certificate of Services** The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Item Number (CDRL) 0001, 0003, and 0004. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described hereon have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(COTR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-And-Materials and Labor-Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract."

**c. Payment instructions for multiple accounting classifications are as follows:**

Payments should be made in order by CLIN as shown below. Funds on each ACRN should be fully expended before paying with funds on the next ACRN.

<u>CLIN</u>	<u>ACRN</u>	<u>AMOUNT</u>
000101	AA	\$128,000.00
000102	AB	\$ 29,074.55
0003	AA	\$ 1,646.25
0004	AB	\$ 2,079.20

**3. SECTION H - Special Contract Requirements (SCR):** SCR H-675 is hereby incorporated as follows:

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated, and Period of Performance"**

a. The Government has the unilateral right to modify F33601-00-D-P001-5097 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
0001	\$71,540.00	Mar 04	01 Mar 04
	\$96,713.00	Apr 04	01 Apr 04
	\$88,122.00	May 04	01 May 04
	\$99,608.00	Jun 04	01 Jun 04
	\$95,501.00	Jul 04	01 Jul 04
	\$99,608.00	Aug 04	01 Aug 04
	\$95,502.00	Sep 04	01 Aug 04
	\$90,759.00	Oct 04	01 Sep 04
	\$90,760.00	Nov 04	01 Nov 04
	\$95,502.00	Dec 04	01 Dec 04
	\$45,669.00	Jan 05	01 Jan 05

Note: burn rates are rounded

b. Currently as of 16 Jan 2003, the above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is \$157,074.55.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, estimated total dollars to be obligated, and the estimated period of performance for the CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

LIST OF ATTACHMENTS

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	3	17 DEC 2003	EXHIBIT A - CONTRACT DATA REQUIREMENTS LIST (CDRL)
ATTACHMENT 1	9	17 DEC 2003	STATEMENT OF WORK COMPUTER SUPPORT FOR THE AERONAUTICAL ENTERPRISE PROGRAM OFFICE
ATTACHMENT 2	5	27 JAN 2004	DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION, DD FORM 254

EXHIBIT "A"

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<u>CDRL #</u>	<u>DESCRIPTION/TITLE OF DATA ITEM</u>
A001	STATUS REPORT (DI-MGMT-80368-M/T)
A005	FUNDS AND MAN/HOUR EXPENDITURE (DI-FNCL-80331/T)

## (1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 210 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188) 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the ContractPR No. listed in Block 5.

[illegible]

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that if it does not display a currently valid OMB control number, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Printing Office for the Contracting Officer for the

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

18. FIRMATFD	
TOTAL PRICE	

18. FIRMATFD	
TOTAL PRICE	

18. FIRMATFD	
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TOTAL PRICE	

18. FIRMATFD	
TOTAL PRICE	



## Statement of Work

**Task Order Title:** Computer Support for the Aeronautical Enterprise Program Office

**Period of Performance:** 16 Jan 2004 through 15 Jan 2005.

### 1.0 Description of Services

The Aeronautical Enterprise Program Office (PO) consists of a senior management team that supports a portfolio of five major business units at the Aeronautical Systems Center (ASC) and creates an environment in which clear lines of authority are established, organization flexibility exists, and program execution is improved. The Enterprise Management Action Group (EMAG) within the Aeronautical Enterprise PO is tasked to provide computer support to the Development System Managers (DSMs) of Propulsion, Electronic Combat, Common-Avionics, Automatic Test Systems and Aging Systems. The Aeronautical Enterprise PO requires Communication Support (C-CS) by the contractor to provide technical support in the configuration, implementation, operation, and troubleshooting of Local Area Network (LAN), LAN hardware (workstations, microcomputers, printers, modems, etc.), network interface hardware and software, network applications software, stand-alone applications software and VTC troubleshooting. Email support and Wide Area Network (WAN) support is provided by the 88 CG.

### 1.1 Place of Performance

The Aeronautical Enterprise PO provides support to 425 personnel in Building 28 and an additional 40 remote users located in Building 16.

### 1.2 Scope of Work

The contractor shall provide operation, maintenance, and engineering support for the networks and computers. The Aeronautical Enterprise PO and the business units they support are located in building 28 and building 16 with e-mail services being provided by the 88CG and with ASC/AA having territory rights given for account administration.

### 1.3 Service Desk Support

1.3.1 The contractor shall provide service desk support to the Aeronautical Enterprise PO, the EMAG, and the business units supported by the Aeronautical Enterprise PO. This shall include on-site and telephone problem resolution support for computer hardware and software and interfaces for desktop computers, mainframe computer systems, local area network, and communications systems. Service desk support shall be continuous during the normal business day, which is 7:00 A.M. to 5:30 P.M., Monday through Friday, excluding approved Federal holidays.

1.3.2 The contractor shall analyze identified problems and recommend solutions. The contractor shall refer problems to appropriate support activities and track status until resolved. The contractor shall use an automated system to record all calls and visits and to generate standard reports as well as exception reports.

1.3.3 The contractor shall analyze data collected from the service desk to determine trends and to identify corrective actions such as standards, training, in-house documentation.

17 December 2003

1.3.4 The contractor shall maintain the technical reference library of computer software and documentation for the computer systems within the Aeronautical Enterprise PO, the EMAG, and the business units supported by the PO. The contractor shall ensure that users are fully informed of available support services.

1.3.5 The contractor shall process all access requests for 88 CG host systems (e.g., WPRAS and DMS) and follow up change requests. The contractor shall coordinate with the 88 CG Service Desk regarding access and systems management of the host systems for users. The contractor shall coordinate with the on-site Local Area Network Administrator on all system connectivity and system interface issues.

1.3.6 The contractor shall develop procedures and manage the periodic checkout of portable computers.

#### **1.4 Hardware and Software Accountability Support.**

1.4.1 The contractor shall collect and maintain item and configuration data on all automated workstations and network facilities installed in or acquired by the Aeronautical Enterprise PO and the business units supported by the Aeronautical Enterprise PO. The contractor shall maintain the master configuration database of all hardware, software, and communications components. The contractor shall periodically verify the accuracy of the item and configuration data against installed systems and the other databases maintained by the 88 Computer Communications Group Inventory Management Section (88 CG/SCQI).

1.4.2 The contractor shall provide management reports and products on a monthly basis. (CDRL A001, DI-MGMT- 80368-M)

1.4.3 The contractor shall perform the duties of the Automated Data Processing Equipment (ADPE) Custodian. The contractor shall prepare, distribute and track hand receipts for all accountable ADPE equipment owned by the Aeronautical Enterprise PO.

1.4.3.1 The contractor shall appoint a primary and alternate Equipment Custodian (EC). The contractor-appointed ECs shall be responsible for the Automated Data Processing Equipment (ADPE) equipment accounts and could be held negligent if hand-receipts are not obtained, inventory is not performed or proper documentation is not maintained. The contractor appointed ECs could be held liable financially for the loss, destruction, or damage to any equipment under their control caused by willful misconduct, deliberate unauthorized use, or negligence in the use, care custody or safeguard of the property from causes other than fair wear or tear.

1.4.3.2 The contractor shall maintain account paperwork for the equipment assigned and shall update the account information with additions, deletions, transfers, turn-in and Report of Surveys (ROS).

1.4.3.3 The contractor shall perform annual inventories and sign for all computer equipment. Losses and irregularities shall be immediately reported to the base Equipment Control Office and the government monitor. The contractor shall abide by AFI 23-111, dated February 25, 2001, concerning ADPE equipment.

1.4.3.4 The following specific duties are required of the contractor-appointed ADPE custodian:

1.4.3.4.1 ECs shall perform annual inventories and sign for all property.

1.4.3.4.2 ECs shall report losses/irregularities to immediate supervisor/ECO office.

1.4.3.4.3 ECs shall take prompt action to reconcile and correct property records.

1.4.3.4.4 ECs shall attend EC Training.

1.4.3.4.5 ECs shall perform a joint inventory between outgoing and incoming ECs.

1.4.3.4.6 ECs shall coordinate on all requests for new equipment.

1.4.3.4.7 ECs shall issue AF Form 1297s, (Hand Receipts) to all users.

1.4.3.4.8 ECs shall maintain a properly documented EC folder.

1.4.3.4.9 ECs shall notify ECO office in a timely manner regarding transfers, new equipment received, and maintenance personnel replace equipment/serial number. ECs shall notify the ECO regarding any missing equipment (ROS).

1.4.3.4.10 ECs shall out process through the ECO office 45 days in advance of giving up EC responsibilities. ECs shall perform a joint inventory and account for all their equipment assigned to their account prior to relief of duty.

1.4.3.4.11 ECs shall obtain permission to cannibalize equipment from the Base Equipment Control Officer.

1.4.3.4.12 ECs shall process excess equipment through the ECO office.

## 1.5 Requirements Analysis Support.

1.5.1 The contractor shall analyze user requirements and recommend the acquisition or development, as appropriate, of hardware, system software, application software, and communications components.

1.5.2 The contractor shall plan and implement for the optimum utilization of approximately 500 desktop computers based on the ASC standard systems architecture. The workstations include, but are not limited to: Gateway, Micron, Dell, Sony, and Compaq.

1.5.3 The contractor shall tailor the Aeronautical Enterprise PO network architecture to the Air Force and WPAFB standards. The contractor may recommend use of other hardware, software, and communications components to satisfy valid user needs when it is determined to be more cost-effective to acquire, implement, operate, and maintain, or when the items available on standard contracts cannot meet those needs.

1.5.4 The contractor shall interface with the users to analyze their requirements, provide solutions, and assist the user to prepare the required documentation to purchase any hardware or software identified in the solution.

## 1.6 Implementation Support.

1.6.1 The contractor shall upgrade installed systems with new versions and releases of hardware, software, and communications components as required. The contractor shall provide computer hardware and software installation, acceptance, and startup support. The contractor shall develop standard implementation procedures and configuration checklists. The contractor shall support the re-deployment of installed systems, as required.

1.6.2 The contractor shall read all messages that are sent to the Information Assurance and Networkers distribution lists. The contractor shall track any mail that contains an AICERT Notice to Airmen (NOTAM) IAW AFSSI 5021. The contractor shall comply with all instructions identified in the Air Force Emergency Response Team (AFCERT) directive. The contractor shall report the status of the AFCERT NOTAM to the Base Information Assurance Office by the suspense date specified in the NOTAM.

1.6.3 The contractor shall clear all discrepancies identified in the quarterly network scans according to current guidance from the 88 CG Information Assurance Office. The contractor shall notify the Designated Approval Authority (DAA) of any discrepancy that cannot be resolved.

1.6.4 The contractor shall participate in the planning and execution of C-CS requirements resulting from Building renovation, system furniture upgrades and the relocation of personnel. The contractor shall assist with the implementation and provide C-CS support to personnel that are external to the building if renovation or growth requires AA to expand to another location.

#### **1.7 Training Support.**

1.7.1 The contractor shall provide user-oriented guidelines and aids to ensure optimal utilization of installed systems. The contractor shall provide in-house C-CS orientation and familiarization briefings to end users.

1.7.2 The contractor shall analyze the computer systems generic training needs of end users, and recommend appropriate training methods to achieve the desired skill levels. The contractor shall maintain the master computer systems training plan, and maintain current information on recommended sources for training support. The contractor shall coordinate with the Aeronautical Enterprise PO training monitors regarding training needs, methods, costs, and availability. The contractor shall perform follow-up training surveys to ensure adequacy and utility of training.

1.7.3 The contractor shall provide one-on-one training on specialized applications or for specialized needs of an individual user. This training will only be on applications specifically approved by the Information Systems Office of the Aeronautical Enterprise EMAG.

#### **1.8 Program Planning and Management.**

1.8.1 The contractor shall document progress and project status of all assigned tasks. (CDRL A001, DI-MGMT-80368-M and CDRL A005, DI-FNCL-80331)

1.8.2 The contractor shall support and attend technical meetings, user meetings, mandatory quarterly security training and program management reviews as required.

1.8.3 The contractor shall ensure that all computer support contractors daily input their work schedule into the ASC activity based costing (ABC) model if and when required.

#### **1.9 System Interface and Communication Support.**

1.9.1 The contractor shall tailor the Aeronautical Enterprise PO architecture to the Air Force and WPAFB Centralized Network Control Center standard system architecture. The contractor shall continue with the design and installation of a Local Area Network (LAN) for the Aeronautical Enterprise PO using the guidance provided by the Chief Information Officer of ASC. The contractor shall support changes to the network infrastructure including new network policies and directives relating to the implementation of Windows 2000 Server, Active Directory, Exchange, Defense Messaging System and the SIPRNET connection for classified processing. The contractor shall provide support for hardware installation and maintenance, and software installation and testing to ensure information assurance. The contractor shall have total responsibility for the day-to-day maintenance and operation of the network infrastructure in ASC/AA.

1.9.2 The contractor shall perform system administration on the Windows NT, Windows 2000, Lotus Notes, and DMS Exchange servers. These duties include creating and deleting customer accounts, managing printers and print servers, allocating disk space, configuring application servers, backing up data files on a daily basis and overall system files on a weekly basis, and ensuring general system availability. The system should be available 24 hours a day except during scheduled maintenance and when hardware failures occur. The contractor shall provide on-call support for system problems after normal duty hours, 24 hours a day, seven days a week. This

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support shall include a telephone number users may call to report system problems. The contractor shall take a full backup of the system to offsite storage each week.

1.9.3 The contractor shall perform the duties of the Computer System (COMPUSEC) Manager or Computer System Security Officer (CSSO) IAW AFI 33-202 and the Information Assurance Awareness Manager IAW AFI 33-204. The contractor shall provide the Designated Approval Authority Representative (DAAR) continuous updates to the ASC/AA and LP Network System Security Authorization Agreement (SSAA) as changes in hardware and software configurations occur. The contractor shall initiate new certification packages and update existing certifications as required for stand-alone classified and unclassified computers. The contractor shall provide initial network access COMPUSEC training and quarterly security training to ensure that users comply with security requirements identified in the SSAA.

1.9.4 The contractor shall provide audio/video support which includes video teleconferencing. The contractor shall train the user to use the equipment, set up teleconferences as required, and schedule the VTC Bridge for multipoint connectivity.

1.9.5 The contractor shall document the existing network configuration. This will include a detailed description of each server, restart and recovery procedures, location and purpose of the logon scripts, and any other information that would be required for a smooth transition to a new support team if required in the future.

1.9.6 The contractor shall have individual(s) who will be responsible for accessing and maintaining safes and COMSEC/computer processing rooms containing equipment and information required to support computer security and certification and accreditation activities.

#### **1.10 Software Support.**

1.10.1 The contractor shall evaluate, test, and install any software applications that are required by the Aeronautical Enterprise PO and DSMs to add to the standard software suite available through the LAN.

1.10.2 The contractor shall interact directly with senior- and mid level managers within the DSMs supported by the Aeronautical Enterprise PO in order to accomplish the requirements of this portion of the task.

1.10.3 The contractor shall provide Lotus Notes support for the ASC/AA office automation effort. This effort will include the modification of existing Notes databases and templates such that they can be used by other DSMs in the Aeronautical Enterprise PO. The contractor shall develop, deploy and document new applications for validated user requirements. The contractor shall provide Notes training for current and new applications as needs are identified. The contractor shall repair minor software discrepancies as they are identified. The contractor shall web enable the existing Lotus Notes client applications so that they can be accessed by remote users. The contractor shall provide software support for 1000 remote customers using these Web-based electronic commerce applications. The contractor shall assist with the migration of Lotus Notes workflow applications from Lotus Notes mail to the AF standard e-business solution.

1.10.4 The contractor shall develop new Web pages. The contractor shall maintain and enhance the existing pages to reflect the current organizations and their program status. The contractor shall interface customer's inputs from the Web to data systems to track performance and software problem reports. The contractor shall enhance the existing databases and integrate additional data fields into the data input screens. The contractor shall provide reports from the new and existing databases to identify investment strategies. The contractor shall provide requirements analysis to ensure that the current data system meets all security directives and takes advantage of any new technology that improves connectivity with their internal and external customers.

1.10.5 The contractor shall participate as a member of the Lotus Notes and IDE working groups. The contractor shall integrate the prioritized list of software changes developed by the Lotus Notes Working Group with the findings from the integrated digital environment (IDE) study. The contractor shall implement these changes into

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the Secure Web Electronic Acquisition Program (SWEAP) databases. The contractor shall work with SWEAP users to ensure that the software enhancements satisfy the planned objectives.

### 1.11 Deliverables and Acceptance

1.11.1 The Contractor shall prepare and delivery data in accordance with Exhibit A.

**1.12 Contractor Interaction.** The contractor shall interact with other contractors and provide requirements for a cable plant upgrade, maintenance of the installed communications equipment, purchase of hardware and software and associated service, upgrades to government and commercial software, and instances as required.

**1.13 Contractor Travel.** Infrequent travel may be required in the performance of work under this task order. All travel and reimbursements shall be in compliance with the DoD Joint Travel Regulations. All travel requests shall have prior approval of the task manager and the COTR.

### 2.0 Quality Assurance Surveillance

Performance Objective	SOW Paragraph	Performance Threshold
1. Maintain a database of all trouble calls and track to ensure that all are closed to customers' satisfaction.	1.3.1 1.3.2	The average resolution time for 100% of trouble tickets each month for Building 28 users will be 2 hours. The average resolution time for 100% of trouble tickets each month for users outside of Building 28 will be 4 hours.
2. In processing personnel will have their email and network accounts created in 24 hours and a PC will be installed and available for their use.	1.3.5	At least 95% of all available in-processing personnel will be set up with access to the Wright Patterson network within 24 hours of the completion of all security requirements and account transfers.
3. Maintain a database system to track the installation and movement of all accountable ADPE owned by customers supported by the Aeronautical Enterprise Program Office.	1.4.1 1.4.3 1.9.2	100% of equipment must be recorded and 99% reconciled with the annual ADPE Inventory.
4. Ensure availability of servers and the services they provide.	1.9.2	97% of the time, servers in ASC/AA computer support's scope will be available for use 24 hours a day
5. Perform server backups Monday through Friday and maintain an automated log. Ensure that each week a copy is taken to offsite storage.	1.9.2	a) 95% of the scheduled backups within ASC/AA computer support's scope will complete successfully; at least one backup must be successful on each server each week b) Weekly backups will be taken offsite for storage 100% of the time
6. Ensure that VTC and audio/visual equipment is operational for scheduled meetings.	1.9.4	The average resolution time for users who report loss of audio visual functionality within the scope of

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		ASC/AA computer support, will be resolved in less than 2 hours.
7. Initiate action on all NOTAM messages within the time period specified by each particular message. Clear all discrepancies identified in the quarterly network scan according to current guidance from the Information Assurance Office.	1.6.2 (a) 1.6.3 (b)	a) 100% of all NOTAMs shall be closed by suspense date assigned unless an extension is granted by DAA, MAJCOM, or DAA representative. b) 100% of all network discrepancies shall be addressed before the suspense date unless an extension is granted by DAA, MAJCOM, or DAA representative.
8. Contract deliverables are delivered monthly	1.11.1	100% of all deliverables are provided by the date specified in the contract.

### 3.0 Government Furnished Property and Services.

The government will provide, without cost to the contractor, the equipment and services identified below. Material and facility space will be provided as indicated in this section. All such equipment and materials shall remain on WPAFB unless an individual(s) in support of a task under this contract signs it out. The government reserves the right to change, alter, and/or modify the facilities. The government will also provide access to the infrastructure and all related network and computer devices, as well as operator consoles, required to perform the work described in this SOW.

#### 3.1 Government Furnished Property.

3.1.1 The government will make office space available for contractor operations. The facilities will be shared with government personnel and may be shared with other contractor personnel as well. If deemed necessary by the government, the contractor may be required to relocate to other government-furnished facilities at no additional cost to the government.

3.1.2 The government will provide required office stations and provide ancillary office furniture such as file cabinets, bookcases, storage cabinets, and tables. Office station is defined as:

- a. 1 workstation/PC meeting at least the minimum current configuration for ASC/AA
- b. 1 desk (or systems furniture workstation)
- c. 1 desk chair
- d. 1 visitor's chair
- e. 1 trash can
- f. 1 telephone
- g. Access to shared network including printer(s)

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3.1.3 The government will furnish administrative/office supplies required for the performance of this task order to include, but not necessarily be limited to, paper, pens, pencils, ink, markers, paper clips, tape, staples, file cards, folders, computer disks, compact disks (CDs), copier, printer, and fax equipment/supplies (including paper, printer cartridges, and toner).

3.1.4 The government will provide forms and publications expressly required to perform the work in the SOW.

3.1.5 The government will furnish those records and documentation related to the systems supported under this task order. All records, files, documents, and work papers provided by the government or generated in support of this contract are government property.

**3.2 Government Furnished Automated Data Processing Equipment (ADPE) Hardware/Software.** The contractor shall sign a receipt, AF Form 31, Computer System Hand Receipt, or substitute form, for all ADPE provided by the government. The contractor and the ADPE Custodian shall jointly determine the working order and condition of all equipment. Items of equipment missing or not in working order shall be reported promptly to the ADPE Custodian. The government will replace or repair missing or damaged items. The contractor shall return all ADPE to the ADPE Custodian upon resignation or end of task order. The contractor shall not install software, programs, or applications (including freeware and shareware) on a government computer and/or server not included in the government baseline. The contractor will follow all software vendor-licensing agreements.

#### **4.0 General Information.**

##### **4.1 Security.**

4.1.1 This is a classified effort. A DD Form 254, DOD Contract Security Classification Specification, applies.

4.1.2 A facility clearance is required; however, storage of classified at the contractor location is not required. All personnel must be eligible to meet special access program security requirements.

4.1.3 All contractors must have an interim secret clearance. The Aeronautical Enterprise Developmental Program Office (ASC/AAP) will require two people with a Top Secret clearance.

4.1.4 Contractor personnel may be required to have access to classified material and attend classified meetings. Additionally, the contractor may be required to have access to program planning, financial, and current systems data in the performance of this task order. Any unclassified information, records, or data the contractor may have access to shall be handled as "unclassified sensitive" material. The contractor may require access to the classified internet. In addition, they may be required to open and secure safes and the room containing computer equipment used for classified processing. The contractor shall not divulge any information about Air Force files or any other sensitive information to anyone who is not authorized to have access to such information.

4.1.5 The contractor shall observe and comply with the security provisions in effect at the Air Force facility. The contractor's Facility Security Officer (FSO) will provide a current visit notification to the ASC/AA prior to in-processing. When the contractor reports for duty to ASC/AA, he or she is required to comply with all in and out processing requirements, including the completion of the Electronic Personnel Security Questionnaire SF85P and SF85P-S worksheet unless the contractor already has a security clearance. If the contractor has a current security clearance or had a DOD clearance prior to current employment, that shall be noted in the visit notification. The contractor shall wear and display any required identification badges at all times while on the installation.

**4.2 Installation Traffic and Parking Code.** All contractor employees requiring access to Wright-Patterson AFB during the course of their work shall comply with WPAFB 31-204. The contractor shall register and apply the appropriate decals to all personal vehicles requiring access to Wright-Patterson AFB during the course of their work.



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**4.3 Data Protection and Non-Disclosure.** The contractor shall comply with the following conditions to ensure the protection and non-disclosure of data stored on systems and transported over networks supported by this task order:

- Protect other contractor's proprietary data (Conflict of Interest clauses)
- Protect classified data (DoD Industrial Security Regulations and DD254)
- Protect privacy information
- Protect For Official Use Only (FOUO) data

**4.4 Performance of Services during Crisis Declared by National Command Authority or Overseas Combatant Commander.** Performance of this requirement is not deemed to be essential during crisis according to DoDI 3020.37, dated November 6, 1990.

**4.5 Quality Control.** Contractor shall develop and maintain a quality program to ensure services are performed in accordance with commonly accepted commercial practices. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. As a minimum, the contractor shall develop quality control procedures that address the areas identified in paragraph 2, Service Delivery Summary.

**4.6 Quality Assurance.** The government will evaluate the contractor's performance in accordance with the Quality Assurance Surveillance Plan.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION (The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)				1. CLEARANCE AND SAFEGUARDING	
				a. FACILITY CLEARANCE REQUIRED	
				TOP SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED	
				N/A	
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)	
X a. PRIME CONTRACT NUMBER F33601-00-D-P001/5097 Comp Date: 14 Jan 2005				X a. ORIGINAL (Complete date in all cases) DATE (YYYYMMDD) 20040127	
b. SUBCONTRACT NUMBER				b. REVISED (Supersedes all previous specs) REVISION NO. DATE (YYYYMMDD)	
c. SOLICITATION OR OTHER NUMBER				c. FINAL (Complete from 5 in all cases) DATE (YYYYMMDD)	
DUE DATE (YYYYMMDD)					
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under F33601-00-D-P001/5077 (Preceding Contract Number) is transferred to this follow on contract.					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated retention of the classified material is authorized for the period of					
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)					
a. NAME, ADDRESS, AND ZIP CODE RS Information Systems 1615 Old Meadow Rd., STE 500 McLean, VA 22104-4308		b. CAGE CODE OZ4US		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DSS Capital Region 938 Elkridge Landing Rd Ste 300 Linthicum MD 21090	
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE N/A		b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A	
8. ACTUAL PERFORMANCE					
a. LOCATION N/A		b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Provide on-site computer support to ASC/AA and ASC/LP.					
10. CONTRACTOR WILL REQUIRE ACCESS TO:					
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		
b. RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	YES	NO
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Non SCI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., RIANTO AICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k. OTHER (Specify) Program Protection Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	l. OTHER (Specify) Notification of Government activity is required. See addendum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release. ☐ Direct ☒ Through (Specify)

ASC/PAX Bldg 14, 1865 4th Street, WPAFB, OH 45433-7129  
(937) 255-2776 FAX (937) 656-4022 <http://ascpa public.wpaafb.af.mil>

No public release of Special Access Required (SAR) or SAR related material is authorized without approval of SAF/AQ through SAF/AQ Security, 2690 Loop Road West, Suite 010, Wright-Patterson AFB OH 45433.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.  
\*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

The National Industrial Security Program Operating Manual (NISPOM), Jan 95, applies to this contract.

- a. Ref Blk 10a: COMSEC Safeguarding requirements apply. For on base performance, COMSEC is incumbent on the government.  
b. Ref Blk 10e(2): Contractor will require access to intelligence information and must comply with AFI 14-303/AFMC Supplement 1. The Program Manager has determined that disclosure does not create an unfair competitive advantage for the contractor or a conflict of interest with the contractor's obligation to protect the information. The contractor will submit the AFMC Form 210 to the ASC SIO (ASC/IN) for approval prior to granting access.  
c. Ref Blk 10f: The NISPOM Supplement (NISPOMSUP), 29 Dec 94, and the DoD overprint to the NISPOMSUP, February 1998 and applicable Program Security Directives (PSD) and Security Classification Guides (SCG) applies to this contract for Special Access Requirements.  
d. Ref Blk 10j: For Official Use Only (FOUO) applies. See addendum.  
e. Ref Blk 10k: Program Protection Plans (PPP) which are applicable will be provided by the Government activity.  
f. Ref Blk 11a: Using activity will provide security classification guidance for performance on this contract. On-base performance in support of ASC/AA and ASC/LP will occur in Bldgs 28 and 16, Area B, WPAFB OH. If any classified information is generated in the performance of this contract the contractor shall apply derivative classification and markings consistent with the source material. All Special Access work must be conducted within a SAF/AQ Security approved location.  
g. Ref Blk 11i: RMSEC requirements apply. For on base performance EMSEC is incumbent on the government.  
h. Ref Blk 11l: The Notification of Government Security and Visitor Group Security Agreement Clause applies. See Contract Clause in Section I for details.  
i. Transfer of documents to other IR&D efforts is not permitted.  
j. Functional Area Chief: Karen Crothers, (937) 255-9471, 88CG/SCXP, WPAFB, OH 45433  
k. Functional Area Evaluator: Bruce Kusmierczyk, ASC/AAO, (937) 255-5707 x3852.  
l. Security POC: Ms. Lee Avey, ASC/AAO, 2145 Monahan Way, WPAFB, OH (937) 255-5707, x3668  
m. Ref blk 17 (DISTRIBUTION): 88 SFS/SFAS, ASC/IND, SAF/AQ-OL, ASC/AA (Security Manager)  
Coordination received from Robin Zartman, AFOSI, Region 7, SAF/AQ-OL, (937) 255-6106 on 28 Jan 04 (skb).  
Coordinated (via email) by LtCol Barbara E. Furyk-Olson, ASC/IN, (937) 255-8108 on 28 Jan 04 (skb).

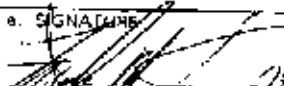
14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☒ Yes ☐ No  
(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)  
Ref Blk 10f: Special Access Requirements/Procedures apply. Guidance for gaining access will be provided by ASC/AAP or SAF/AQ Security.

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No  
(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)  
Ref Blk 11l: DSS is relieved of all security oversight for performance on the installation. For performance on WPAFB, security oversight will be under the cognizance of 88 SFS/SFAS for non-SAR performance and by SAF/AQ Security for SAR performance.

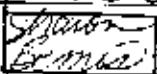
16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL: FRIEDA M. THORNTON  
b. TITLE: Contracting Officer  
c. TELEPHONE (Include Area Code): (937) 257-2135 X4407

d. ADDRESS (Include Zip Code):  
ASC/PKWIS  
1940 Albrook Dr  
WPAFB OH 45433

e. SIGNATURE: 

88SFS/SFAS  
COORDINATION  
PC-ONLY

 28 Jan 04

17. **REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR  
☐ b. SUBCONTRACTOR  
☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR  
☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION  
☐ e. ADMINISTRATIVE CONTRACTING OFFICER  
☒ f. OTHERS AS NECESSARY

**ADDENDUM TO DD FORM 254 (Block 10j)**  
**FOR OFFICIAL USE ONLY (FOUO)**  
*(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)*

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.
2. **MARKING:**
  - a. FOUO information received (released by a DoD component) should contain the following marking, when received: ***THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.***
  - b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.
  - c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.
  - d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
  - e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
3. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.
4. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.
5. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*
6. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

ADDENDUM TO DD FORM 254 (Block 11i)  
EMISSION SECURITY (EMSEC) REQUIREMENTS  
(FORMERLY TEMPEST REQUIREMENTS)

F33601-00-D-P001/5097

Attachment 2

EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)

**FOR ALL CLASSIFIED SYSTEMS**

1. The contractor shall ensure that compromising emanations (EMSEC) conditions related to this contract are minimized.
2. The contractor shall provide countermeasure assessment data to the Contracting Officer (CO), in accordance with Chapter 8 of the NISPOM Supplement, in the form of an ESAR. The ESAR shall provide only specific responses to the data required in paragraph 3 below. The contractor's standard security plan shall NOT be used as a "stand-alone" ESAR response. The contractor shall NOT submit a detailed facility analysis/assessment. The ESAR information will be used to complete an EMSEC Countermeasures Assessment Review of the contractor's facility to be performed by the government EMSEC authority using current Air Force EMSEC directives. EMSEC is applied on a case-by-case basis and further information may be required to complete the review. The contractor shall provide this information to the CO when requested. After the evaluation of the ESAR by the government EMSEC authority, additional EMSEC requirements may be necessary. When changes to the information required in paragraph 3 below occurs (including, but not limited to, relocation, additions, or deletions of equipment from the original approved room), the contractors shall notify the CO of these changes. Upon request, the contractor shall submit to the CO a new ESAR, identifying the new configuration at least 30 days before the change occurs. The contractor shall NOT commence processing with the new configuration until receiving, as a minimum, interim approval from the CO.
3. \*ESAR contents shall include, as a minimum, the following information:
  - a. The specific classification and special categories of material to be processed/handled by electronic means. Include percentage of each classification level used including unclassified (i.e., 5% Top Secret, 10% Secret/SAR, 25% Secret, 60% Unclassified).
  - b. The specific location (complete address, building/room number, or office) where classified processing will be performed. Include identification of any other contractor/company located within 200 meters of the facility.
  - c. Attach a copy of the Defense Investigative Service (DIS) Form 147 to validate physical security and approved storage level of the facility.
  - d. Provide the name, title, and telephone number (commercial and/or DSN) of a point of contact at the facility where processing will occur.
4. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. The subcontractor will provide the above documentation through their prime to the CO to complete the ESAR.
5. In addition to the information required for all classified systems, the following will be required for Top Secret processing:
  - a. Identify the radius (in meters) of the physical control space available around the system, equipment, or facility. Describe the barriers, doors, fences, walls, etc that define the area. Describe the control exercised over the area during duty and nonduty hours. Describe other factors, which contribute to control (i.e., visitor procedures, escort requirements, searches of personnel and/or vehicles, etc).
  - b. Identify the type and location (relative to the classified system) of any unfiltered/telephone or communication lines, shielded or unshielded twisted pair cables or fiber, underground or unfiltered power lines, conduit, heating and air conditioning ducts, water pipes, etc, that transgress the established controlled area.
  - c. Describe the building in which the classified system(s) is housed, i.e., concrete block outer walls, 2" X 4" and single ply gypsum board inner walls, true floor to true ceiling walls, metallic (steel) or solid wood doors, windows (if there are windows, describe the type of coverings on them), etc.
  - d. Diagrams and/or drawings would be extremely helpful.
6. Additional information may be requested upon review of the documentation provided.

\*NOTE: A copy of your Automated Information System Security Plan(s) (AISSP) will suffice.

Effective 18 July 2002

**ADDENDUM TO DD FORM 254 (Rev 11)**  
**NOTIFICATION OF WPAFB SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH (WPAFB), the Contractor shall provide to 88 SFS/SFAS Bldg 8, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 4

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33601-00-D-P001		2. DELIVERY ORDER/ CALL NO. 5093		3. DATE OF ORDER/CALL (YYYYMMDD) 01 OCT 2003		4. REQUISITION/PURCH REQUEST NO. SEE SCHEDULE		5. PRIORITY DO C9			
6. ISSUED BY: ASC/PKWIS DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 JERL S. TRAYLOR 257 6721 X4425 Jed.L.Traylor@wpafb.af.mil				7. ADMINISTERED BY (if other than 6) DCMA VIRGINIA 10500 BATTLEVIEW PKWY SUITE 200 MANASSAS VA 20108-2342		8. DELIVERY FOR <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule 4 when)					
9. CONTRACTOR NAME AND ADDRESS RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800				10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD): SEE SCHEDULE		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISAD- VAN TACED WOVEN OWNED					
14. SHIP TO SEE SCHEDULE				15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264 EFT.T		12. DISCOUNT ITEMS N		13. MAIL INVOICES TO ADDRESS IN BLOCK See Schedule			
16. DELIVERY CALL <input checked="" type="checkbox"/> PURCHASE ORDER		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. Reference your _____ furnish the following on items specified herein ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.									
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE		DATE S GND(YYYYMM/DD)					
If this box is marked, supplier must sign Acceptance and return the following number of copies.											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE											
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES		20. QUANTITY ORDERED/ACCEPTED		21. UNIT		22. UNIT PRICE		23. AMOUNT	
		See Schedule									
24. UNITED STATES OF AMERICA  //signed//  FRIEDA M. THORNTON BY				25. TOTAL \$0.00		26. DIFFERENCES					
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.		28. D.O. VOUCHER NO.		29. INITIALS			
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				32. PAID BY PARTIAL FINAL		33. AMOUNT VERIFIED CORRECT FOR		34. CHECK NUMBER			
35. CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				37. COMPLETE PARTIAL FINAL		38. BILL OF LADING					
DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER		39. DATE RECEIVED (YYYYMM/DD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.			

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

*Noun:* LABOR  
*ACRN:* U  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 OCT 2003  
*Completion Date:* ASREQ  
*Descriptive Data:*

U

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "88 Communications Group Statement of Work, dated 11 Aug 03," Attachment 2 "DD Form 254 Contract Security Classification Specification," and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price established for CLIN 0001 is \$743,435.28 for total period of performance from 01 Oct 03 through 30 Sep 04.

c. The current estimated price established for CLIN 0001 is \$0.00. Amount remaining to be funded, \$743,435.28, will be accomplished in accordance with SCR H-675.

d. FAR 52.232-18 "Availability of Funds (APR 1984)" is applicable to this CLIN.

0005

*Noun:* DATA  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 OCT 2003  
*Completion Date:* ASREQ  
*Descriptive Data:*

NSP

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 11 Aug 2003 attached hereto.

b. The price for this CLIN is contained in above CLIN 0001.

c. FAR 52.232-18 "Availability of Funds (APR 1984)" is applicable to this CLIN.



SECTION H - Special Contract Requirements (SCR): SCR# H-675 is hereby incorporated as follows.

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated, and Period of Performance"**

a. The Government has the unilateral right to modify F33601-00-D-P001-5093 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
0001	\$64,459.00	Oct 03	01 Oct 03
	\$52,754.00	Nov 03	01 Nov 03
	\$64,406.00	Dec 03	01 Dec 03
	\$58,232.00	Jan 04	01 Jan 04
	\$55,504.00	Feb 04	01 Feb 04
	\$67,134.00	Mar 04	01 Mar 04
	\$64,406.00	Apr 04	01 Apr 04
	\$58,232.00	May 04	01 May 04
	\$66,332.00	Jun 04	01 Jun 04
	\$63,152.00	Jul 04	01 Jul 04
	\$66,333.00	Aug 04	01 Aug 04
	\$62,491.28	Sep 04	01 Sep 04

b. Currently as of 01 October 2003 to above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is \$0.00.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, estimated total dollars to be obligated, and the estimated period of performance for the CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

LIST OF ATTACHMENTS

<u>DOCUMENT</u>	<u>PGS</u>	<u>DATE</u>	<u>TITLE</u>
EXHIBIT A	5	23 SEP 2003	EXHIBIT A - CONTRACT DATA REQUIREMENTS LIST (CDRL)
ATTACHMENT 1	16	11 AUG 2003	ASC/EN COMPUTER BASED INFRASTRUCTURE SUPPORT STATEMENT OF WORK
ATTACHMENT 2	6	27 AUG 2003	DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION, DD FORM 254

EXHIBIT "A"  
CONTRACT DATA REQUIREMENTS LIST (CDRL)

CDRL #	DESCRIPTION	DID
A001	STATUS REPORT	DI-MGMT-80368-M/T
A002	TECHNICAL REPORT/STUDY	DI-MISC-80508/T
A003	COMMERCIAL OFF-THE-SHELF MANUAL	DI-TMSS-80527A/T
A005	FUNDS AND MANHOUR EXPENDITURE REPORT	DI-FNCL-80331/T

Page 1 of 2 Pages

23 September 2003

Exhibit A

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)				Form Approved OMB No. 0704-0188	
<p>The written response burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to a penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Printing Contracting Officer for the Contract/PR No. listed in Block E.</p>					
A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY: TOP _____ TM _____ OTHER _____ LABOR _____	
D. SYSTEM/ITEM INFORMATION TECH SUPPORT		E. CONTRACT/PR NO. F33601-00 D-P001-5093		F. CONTRACTOR RS INFORMATION SYSTEMS	
1. DATA ITEM NO. A002		2. TITLE OF DATA ITEM TECHNICAL REPORT/STUDY		3. SLEW/SLC	
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508/T		5. CONTRACT REFERENCE PARA. 1,2,9.3, 4.8		6. REQUESTING OFFICE ASC/ENOI	
7. DO 250 REQ NO	9. DIST STATEMENT REQUIRED F	10. FREQUENCY AS REQD	12. DATE OF FIRST SUBMISSION AS REQD	14. DISTRIBUTION a. ADDRESSEE b. COPIES Dist Reg Repd	
8. APP CODE N/A	11. AS OF DATE 1 OCT 2003	13. DATE OF SUBSEQUENT SUBMISSION AS REQD		15. TOTAL 1	
16. REMARKS CONTRACTOR FORMAT ACCEPTABLE				17. PRICE GROUP	
				18. ESTIMATED TOTAL PRICE	
G. PREPARED BY		H. DATE		I. APPROVED BY	
				J. DATE	



23 September 2003

Exhibit A

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)				Form Approved OMB No. 0704-0188	
<p>The public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Paperwork Reduction Project (0704-0188), Washington, DC 20303-4022. Response is requested by users that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the government issuing contracting officer for the Contract No. listed in Block 4.</p>					
A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY: TYP _____ INC _____ OTHER <u>LABOR</u>	
D. SYSTEM/ITEM INFORMATION TECH SUPPORT		E. CONTRACT/PR NO. F33601-00-D-P001-5093		F. CONTRACTOR RS INFORMATION SYSTEMS	
1. DATA ITEM NO. A005		2. TITLE OF DATA ITEM FUNDS AND MANHOUR EXPENDITURE REPORT		3. QUANTITY	
4. AUTHORITY (Data Acquisition Document No.) DI-FNCL-80331/T		5. CONTRACT REFERENCE PARA. 1.2.8.1, 4.8		6. REQUIRING OFFICE ASC/ENOI	
7. DO 250 REQ NO	8. DIST STATEMENT REQUIRED F	9. FREQUENCY Monthly	10. DATE OF FIRST SUBMISSION 7th workday ea. month	11. DATE OF SUBSEQUENT SUBMISSION AS REQD	
12. APP CODE N/A		13. AS OF DATE		14. DISTRIBUTION a. ADDRESSEE ASC/ENOI b. COPIES Dist _____ Reg _____ Req _____	
15. REMARKS CONTRACTOR FORMAT ACCEPTABLE				16. TOTAL	
G. PREPARED BY		H. DATE		I. APPROVED BY	
				J. DATE	

## **Statement of Work**

**TITLE: ASC/EN Computer Based Infrastructure Support**

**PERIOD OF PERFORMANCE: 12 months from contract award**

### **1.0 DESCRIPTION OF SERVICES**

The purpose of this contract is to provide communication-computer support to the working infrastructure located in Bldg. 560 and Bldg. 11A. The infrastructure consists of network switches, desktop and notebook computers, servers, a storage area network, Unix workstations, and peripherals such as printers and backup devices. The infrastructure also includes an image archival system known as EN Legacy Data System. Contractor support is required to enhance productivity by minimizing downtime of these systems, providing efficient electronic communications, and protecting government data from inadvertent loss or compromise.

### **1.1 SCOPE OF WORK**

This effort will include help desk support, system management and administration support, database development and maintenance support, website development and maintenance support, website content migration, information assurance support, classified systems support, and other related areas including program management. The contractor will furnish all personnel and services necessary to perform the tasks identified. These requirements, though not an exhaustive list, are described below.

#### **1.1.1 Building 560 Environment**

EN's Building 560 unclassified environment, as supported by this task, consists of network switches, desktop and notebook computers (MacOS and Windows), servers (Windows), network attached storage, a storage area network, and peripheral devices (printers, backup, etc).

The infrastructure provides routine office-environment services (e-mail, office applications, file & print services, database application development, web page development and site production, backup, etc.).

EN's Building 560 classified environment contains DEC Alpha (both UNIX and Open VMS), SUN SPARC 2000 (Solaris), Silicon Graphics (Irix), PC (Windows NT/95/2000), and Macintosh systems and peripheral devices such as printers and tape drives.

#### **1.1.2 Building 11A Environment**

EN's Building 11A environment for support of this task includes following components: 1) Windows 2000/XP desktop computers for routine office applications with connectivity to the WPAFB network, 2) a dedicated unclassified LAN comprised of UNIX (Solaris)



workstations and 3) dedicated classified LANs comprised of UNIX (Solaris, IRIX and Linux) workstations and Windows 2000/XP desktop systems.

**1.2 CONTRACTOR SERVICES:** The contractor shall provide the following services:

**1.2.1 UNCLASSIFIED SYSTEM MANAGEMENT AND ADMINISTRATION SERVICES**

**1.2.1.1 Building 560 Environment**

- 1.2.1.1.1 The contractor will assist users and stakeholders in defining needs and developing system and functional requirements.
- 1.2.1.1.2 The contractor will perform system administrative functions (e.g., monitoring system and server performance; monitoring system, server, and application security; configuring system hardware and software, maintaining optimal system performance; and implementing user administration and access control).
- 1.2.1.1.3 The contractor shall add and remove network login and electronic mail accounts.
- 1.2.1.1.4 The contractor will identify software and hardware replacement and/or upgrade requirements.
- 1.2.1.1.5 The contractor will install, upgrade, and configure the operating systems and related system applications (e.g., virus software, Undelete software).
- 1.2.1.1.6 The contractor shall apply all applicable patches to the Windows servers (e.g., security patches).
- 1.2.1.1.7 The contractor will resolve problems associated with server installed COTS software (e.g., operating system) and internal hardware connectivity.
- 1.2.1.1.8 The contractor will perform application, database, data, and system backups for the Windows servers.
- 1.2.1.1.9 The contractor will, with ASC/ENOI coordination, perform system or subsystem software and/or data recovery.
- 1.2.1.1.10 The contractor shall prepare and maintain system and network documentation.
- 1.2.1.1.11 The contractor shall prepare and implement disaster and recovery procedures.

- 1.2.1.1.12 The contractor shall provide support in maintaining and troubleshooting the building network (LAN). This is to include diagnosing LAN bottlenecks and reconfiguring of network switches to provide the optimum of performance to the LAN.
- 1.2.1.1.13 The contractor shall establish and perform audit trails which will include date and time of events, identification of the person who generated the event, type of event, success or failure of the event, origin of the request (name & ethernet address), name of program or data set. Audit trail requirements shall be determined by the contractor and the government, but should be capable of capturing the following events including: 1) all actions specifically taken by system administrators, system managers and in general, anyone with supervisor privileges, and 2) Any event that causes user lockout or denial of service.

#### **1.2.1.2 Building 11A UNIX Environment**

- 1.2.1.2.1 The contractor shall perform account management (creation, deletion, and maintenance).
- 1.2.1.2.2 The contractor shall perform regular system backups.
- 1.2.1.2.3 The contractor shall install software upgrades as new maintenance releases and upgrades are made available and obtained.
- 1.2.1.2.4 The contractor shall perform network troubleshooting.
- 1.2.1.2.5 The contractor shall install and integrate both homogeneous and heterogeneous computer hardware and software into the existing network.

#### **1.2.2 BUILDING 560 HELP DESK SERVICES**

- 1.2.2.1 The contractor shall answer trouble calls and resolve hardware and software problems relating to personal computers (MacOS and Windows) and associated peripherals.
- 1.2.2.2 The contractor shall install or replace personal computers (MacOS and Windows) and common personal computer and Macintosh system parts.
- 1.2.2.3 The contractor shall provide office automation software support which includes installing and configuring software to meet specific needs of ASC/EN personnel.

- 1.2.2.4 The contractor shall perform software and hardware configuration control functions.
- 1.2.2.5 The contractor shall capture hard drive images for standard desktop and laptop configurations (MacOS and Windows). The contractor shall push these images to create new like systems.
- 1.2.2.6 The contractor shall provide help desk support as described above to Bldg 11A personnel on an emergency basis when no qualified government EN MIS personnel are available. This support will be coordinated with the government task monitor. The government task monitor acknowledges that the Bldg 560 help desk support will be reduced during this period.

### **1.2.3 MANAGEMENT DECISION SUPPORT SYSTEM (MDSS) DATABASE SERVICES**

The MDSS provides a managerial tool to EN managers. The MDSS consists of multiple database and database applications.

- 1.2.3.1 The contractor shall provide Microsoft SQL Server Database Administrator support to ensure MDSS data integrity, including software upgrade, database backup/recoveries, performance monitoring and applying security patches when necessary.
- 1.2.3.2 The contractor shall provide Visual Basic programming support to write code as an interface to databases and users for the existing and new client/server applications as documented by Government personnel.
- 1.2.3.3 The contractor shall provide SQL Server and Access database support (create tables, views, queries, macros, modules, procedures, triggers, forms, reports) to develop applications when new requirements are addressed.
- 1.2.3.4 The contractor shall manage and maintain MDSS. Modify the databases' tables, views, procedures, and triggers when MDSS requirements change.
- 1.2.3.5 The contractor shall provide SQL Server and Access database support to retrieve data from Human Resources Integrated Database (daily), Defense Civilian Personnel (monthly), Education and Training Flight (monthly) to SQL Server and Access database in ASC/EN.
- 1.2.3.6 The contractor shall ensure that the design of new SQL Server and Access database applications and modifications to existing applications are implemented in an efficient and effective manner considering such things as user interface/friendliness, inherent capacity for growth, security, compatibility with interfacing systems, and functional expansion.

- 1.2.3.7 The contractor shall test newly developed/modified applications for defined functions/operations/performance and install associated MDSS client software.
- 1.2.3.8 The contractor shall provide MDSS, Modern Civilian Personnel Data System (MDCPDS), and Human Resources Integrated Database user support in installing database applications, troubleshooting, updating data to database, creating queries and newly defined reports.
- 1.2.3.9 The contractor shall conduct demonstrations and training for MDSS including new applications.
- 1.2.3.10 The contractor shall provide life-cycle support documentation of all applications developed or modified.
- 1.2.3.11 The contractor shall provide Microsoft Visual SourceSafe support.

#### **1.2.4 WORLD WIDE WEB SERVICES**

- 1.2.4.1 The contractor shall administer the Windows servers that service the ASC/EN web site(s) in both web development and production. To facilitate administration, the web site shall be automated to the maximum extent possible.
- 1.2.4.2 The contractor shall design, document and implement intra/inter/extranet capabilities that require knowledge of information systems, web applications development, web site construction, web site administration, information security, and related systems concepts for effective deployment of the intra/inter/extranet
- 1.2.4.3 The contractor shall install and administer the web server operating system and software tools needed to facilitate content update and web deployment.
- 1.2.4.4 The contractor shall create and modify dynamic and static web pages.
- 1.2.4.5 The contractor shall generate web pages that automatically update information through the use of dynamically generated content from available databases.
- 1.2.4.6 The contractor shall format new content for publication and convert non-web media into browser-friendly format.
- 1.2.4.7 The contractor shall work closely with the division web site representatives and contributors to coordinate content input, ensure consistency and provide a uniform "look and feel" of the web site
- 1.2.4.8 The contractor shall develop web pages according to EN guidelines
- 1.2.4.9 The contractor shall assist in the migration of existing web site content to a portal environment

- 1.2.4.10 The contractor shall assist in the deployment of web-based technologies and collaboration tools for access via the portal environment
- 1.2.4.11 The contractor shall modify and maintain the web site to require a valid CAC with PKI certificate for access. Web site navigation shall be dependant on CAC card credentials.
- 1.2.4.12 The contractor shall assess new trends and emerging technologies to recommend site enhancements. This not only includes web technology but also security technology for web site and information transmission.

## 1.2.5 INFORMATION ASSURANCE SERVICES

- 1.2.5.1 The contractor shall report suspected vulnerabilities and security incidents in accordance with AFSSI 5021.
- 1.2.5.2 The contractor shall respond to NOTAM advisories in accordance with AFSSI 5021 and implement the countermeasures identified by the advisory within the timeframe specified by the advisory or as specified by ASC/EN. If the countermeasures can not be implemented, the contractor shall document the inability and must receive approval from the Designated Approving Authority (see AFI 33-202) and ASC/EN for either an alternative corrective action or to continue operations without the countermeasures. If alternative corrective action is approved, the contractor shall implement this action within the timeframe specified by ASC/EN.

(Note: The Air Force Computer Emergency Response Team (AFCERT) issues advisories to identify known vulnerabilities in computers and computer networks. These advisories include but are not limited to Information Assurance Vulnerability Alerts, Virus notification, Advisory Compliance Messages (ACMs), Time Compliance Network Orders (TCNO) and Follow-Up Messages.)

- 1.2.5.3 The contractor shall apply and implement system and application patches (e.g., AFCERT, vendor security patches) and upgrades and otherwise correct known vulnerabilities.
- 1.2.5.4 The contractor shall perform information assurance and virus protection for all systems that include Windows 2000, Windows NT, UNIX (Solaris, Irix and Linux) and MaxxAttach Network Attach Storage (NAS) servers, SNAP servers and clients and personal digital assistants (PDAs)
- 1.2.5.5 The contractor shall assist the Information Systems Security Officer (ISSO) in the Certification & Accreditation (C&A) of all systems (stand-alone and LAN); inform the ISSO of any changes to the system that affects the currency of the C&A; and assist in the C&A documentation; as required IAW DoD Instruction 5200.4 and AFSSI 5024.
- 1.2.5.6 The contractor shall report all configuration changes to the ISSO and shall obtain C&A approval before placing any equipment on the base network.

- 1.2.5.7 The contractor shall perform remanence security LAW AFSSI 5020. AFSSI 5020 provides policy, guidelines, and procedure for clearing and sanitizing computer systems memory and other storage media for release outside of and for reuse within controlled environments. It pertains to both classified and unclassified information.
- 1.2.5.8 The contractor shall provide PKI enabled services and application as required. This includes but is not limited to web server client certificate, Public Key enabled applications that access sensitive information (i.e., privacy act, proprietary, etc.)

## **1.2.6 CLASSIFIED SYSTEMS SERVICES**

### **1.2.6.1 Building 560 Environment**

- 1.2.6.1.1 The contractor shall identify information technology that is best for the customers needs and modify, add or replace current systems and integrate new systems to provide functional coherent operations of all systems.
- 1.2.6.1.2 The contractor shall customize solutions to customer requirements.
- 1.2.6.1.3 The contractor shall integrate the classified network, in single or multi-vendor environments and increase efficiency and performance of the network.
- 1.2.6.1.4 The contractor shall configure DEC Alpha systems (both UNIX and Open VMS), SUN SPARC 2000, Silicon Graphic system (UNIX), PC's (Windows NT, Windows 95, Windows 2000), and Macintosh systems.
- 1.2.6.1.5 The contractor shall provide software administration support and aid in the networking of existing equipment with existing hardware at the site and future hardware as it comes on line.
- 1.2.6.1.6 The contractor shall perform server backups and recoveries.
- 1.2.6.1.7 The contractor shall perform inventory management.
- 1.2.6.1.8 The contractor shall perform system/user account backups and account management functions.
- 1.2.6.1.9 The contractor shall install and maintain virus detection software that is provided and required by Air Force. The contractor shall recommend new virus protection devices as applicable.
- 1.2.6.1.10 The contractor shall manage the classified enclave and provide administrative support, configure and maintain equipment associated with connectivity to the Secret Internet Protocol Routable Network (SIPRNET).

## **1.2.6.2 Building 11A Environment**

- 1.2.6.2.1 The contractor shall manage and administer the classified UNIX (Solaris, IRIX and Linux) and Windows 2000/XP networks to ensure system reliability and availability.
- 1.2.6.2.2 The contractor shall perform account management (creation, deletion, and maintenance).
- 1.2.6.2.3 The contractor shall perform regular system backups.
- 1.2.6.2.4 The contractor shall install software upgrades as new maintenance releases and upgrades are made available and obtained.
- 1.2.6.2.5 The contractor shall perform network troubleshooting.
- 1.2.6.2.6 The contractor shall perform installation and integration of both homogeneous and heterogeneous computer hardware and software into the existing networks.
- 1.2.6.2.7 The contractor shall assist the government in performing and maintaining an inventory of all accountable ADPE (hardware) and software licenses.
- 1.2.6.2.8 The contractor shall provide user support to include on-site and telephonic problem resolution for UNIX (Solaris, IRIX and Linux) and Windows 2000/XP computer hardware, software and network connectivity.
- 1.2.6.2.9 The contractor shall provide user access, configuration control, maintenance and troubleshooting for encryption hardware (STU-III, STE and NES) and software.
- 1.2.6.2.10 The contractor shall perform cost-benefit analysis and design trade-offs to recommend new hardware and software upgrades that can significantly enhance end-user capability and productivity meet end-user requirements and reduce overall total ownership costs.
- 1.2.6.2.11 The contractor shall ensure that all Air Force security directives are followed, to include 1) Those directives required to gain and retain C2 compliance for all hardware and software 2) Installation and maintenance of Air Force approved virus detection software 3) Application of all software security upgrades and patches 4) Activation and reporting of automatic software audit trail features to capture all events as defined by the government.

- 1.2.6.2.12 The contractor shall manage the classified enclave and provide administrative support, configure and maintain equipment associated with connectivity to the Secret Internet Protocol Routable Network (SIPRNET).

## **1.2.7 LEGACY DOCUMENT SERVICES**

- 1.2.7.1 The contractor shall provide operation and maintenance (O&M) support for EN's Legacy Document System currently running on the VAX open VMS operating system and storing approximately 6 million pages of information. This O&M support shall include day-to-day routine support, security, maintenance, and configuration control functions.
- 1.2.7.2 The contractor shall migrate the legacy data into a common environment (web-browsable) business solution.

## **1.2.8 PROGRAM MANAGEMENT SERVICES**

- 1.2.8.1 The contractor shall perform project planning and tracking in accordance with CDRL A005.
- 1.2.8.2 The contractor shall prepare weekly status reports in accordance with CDRL A001.
- 1.2.8.3 The contractor project leader shall attend periodic project status meetings and designate personnel from his/her staff as necessary to support him/her at the meetings.

## **1.2.9 GENERAL SERVICES**

- 1.2.9.1 The contractor shall follow all established ConOps procedures and make recommendations on procedures that would further enhance productivity and physical/data security.
- 1.2.9.2 The contractor shall use commercial off-the-shelf components in the design and implementation of the hardware and software solutions that meet EN's requirements. All commercial off-the-shelf manuals should be submitted to the government in accordance with CDRL A003.
- 1.2.9.3 The contractor shall document all work done in accordance with CDRL A002.



- 1.2.9.4 The contractor shall follow established Air Force and ASC/EN Computer Systems and Web Policies, regulations, guidance and directives.
- 1.2.9.5 The contractor shall meet with Government and contractor personnel to perform requirements analysis and formulate and review delivery order plans and deliverable items.
- 1.2.9.6 The contractor shall coordinate and conduct hardware and software demonstrations.
- 1.2.9.7 The contractor shall attend other meetings as deemed necessary by the government project monitor.

## 2.0 SERVICE DELIVERY SUMMARY

Performance Objective	SOW para.	Performance Threshold
Perform DBA function	1.2.3.1 1.2.3.3 1.2.3.4 1.2.3.5	Maintain weekly operational availability of 98% or higher.
Assure that customers are satisfied with quality of service.	1.2.2.1 1.2.2.2 1.2.2.3 1.2.3.8 1.2.3.9 1.2.3.11	97% of users contacted are satisfied with the service.
Perform system administrative functions.	1.2.1.1.2 1.2.1.1.12 1.2.4.1 1.2.7.1 1.2.6.2.1	Maintain weekly operational availability of 97% or higher.
Develop and maintain web applications.	1.2.4.4 1.2.4.5 1.2.4.6	Web site accessibility must be 98% or greater.
Initiate action on all TCNOs within the time period specified by each particular message.	1.2.5.2	100% of all TCNOs are closed out before suspense date assigned or an extension is requested.

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11 August 2003

Attachment 1

### **3.0 GOVERNMENT FURNISHED PROPERTY AND SERVICES.**

The government will provide, without cost, the equipment and services identified below. Material and facility space will be provided as indicated in this section. All such equipment and materials shall remain on WPAFB unless written permission from the DAA is obtained. The government reserves the right to change, alter, and/or modify the facilities. The government will also provide access to the infrastructure and all related network and computer devices, as well as operator consoles, required to perform the work described in this SOW.

#### **3.1 GOVERNMENT-FURNISHED PROPERTY.**

##### **3.1.1 Facilities.**

The government will make office space available for contractor operations. The contractor shall return the facilities to the government in the same condition as received, normal wear and tear and approved modifications excepted. These facilities shall be used for the performance of this task order. The facilities will be shared with government personnel and may be shared with other contractor personnel as well.

##### **3.1.2 Government Furnished Equipment.**

The government will provide required office stations to perform the job. Workstations will include furniture such as desk, chair, trash can, file cabinets, bookcases, storage cabinets, and tables; a computer system with access to a shared printer; and a telephone for on base, local and long distance calls as required for performance of contract.

##### **3.1.3 Government Furnished Materials**

The government will furnish administrative/office supplies required for the performance of this task order to include, but not necessarily be limited to, paper, pens, pencils, ink, markers, paper clips, tape, staples, file cards, folders, computer disks, compact disks (CDs), copier, printer, and fax equipment/supplies (including paper, printer cartridges, and toner).

##### **3.1.4 Government Furnished Software.**

The government will provide the necessary COTS software to maintain and enhance the applications supported under this task order. The government will also provide maintenance for most, but not all, of said software.

#### **3.2 GOVERNMENT-FURNISHED SERVICES.**

##### **3.2.1 Utilities.**

The government will furnish electricity, water, sewage, and heating for facilities.

**3.2.2 Postal or Installation Distribution.**

The government will provide on base mail distribution via the Base Information Transfer System (BITS) for official government mail matter only, as required under the terms of this contract.

**3.2.3 Telephones and Telephone Service.**

The government will provide telephones and service to include consolidated unsecured voice, dial-up switched communication service, Defense Switched Network (DSN) and commercial long-distance access. The contractor shall comply with the provisions of AFI 33-111, *Telephone Systems Management*, and DMATS Directives (1 through 9).

**3.2.4 Custodial Services.**

The government will provide custodial service to the extent provided in the Base Custodial Contract(s) for the facilities provided.

**3.2.5 Refuse Collection**

The government will provide refuse service for the facilities provided.

**3.2.6 Fire Protection**

The government will provide fire prevention and protection, inspection and maintenance of government-furnished fire extinguishers. Fire Department telephone extension is 911 for emergencies and 257-6767 for routine calls.

**3.2.7 Printing/Duplicating Services.**

The government will provide shared use of copier machines for performance of this task order. The contractor shall not outsource any printing or duplicating requirements in the performance of this contract.

**3.2.8 Forms and Publications.**

The government will provide forms and publications expressly required to perform the work in the SOW.

**4.0 GENERAL INFORMATION.****4.1 Work Schedules.**

The contractor shall manage their schedule and employees in such a manner to meet the requirements outlined in this statement of work.

**4.1.1 Normal Hours of Operation.**

Contractor shall perform this effort during the normal duty hours for government personnel, Monday through Friday Flextime 0600-1800 with the core hours of 0900 to 1500. These hours allow for a 30/45/60 minute mealtime as agreed to by Contractor and

the government Task Monitor. Deviations of more than one hour from these times will be identified in the SOW and stated in the task order for the effected positions.

#### **4.1.2 Weekends.**

Unless identified in the SOW and the task order for the effected position, work performed on Saturday or Sunday will be considered outside the normal period of performance.

#### **4.1.3 Holidays.**

Unless identified in the SOW and the task order for the effected position, work performed on any legal holiday will be considered outside the normal period of performance.

#### **4.1.4 Overtime.**

Work performed outside the normal period of performance, for the effected position, will be considered overtime. All overtime requires prior approval of the contracting officer in advance.

#### **4.1.5 Personal Leave.**

A replacement for personnel on leave will not be required for short periods of time. However, Contractor must provide a comparable replacement for leaves longer than five days in duration unless otherwise specified. Holidays, Sick Leave and Vacation will be in accordance with the contract.

#### **4.1.6 Administrative Leave.**

From time-to-time, weather or other unusual situations, such as increased Force Protection, dictate base closure or changes to the normal duty hours. When decisions on base closure are made during normal non-duty hours, such decisions will be transmitted via radio and television announcements, and will be considered sufficient notification that the contractor should not report for duty and that the government shall not be billed for work not performed.

#### **4.2 Security.**

Support personnel must be cleared for administration of systems that contain classified information. A DD Form 254, DOD Contract Security Classification Specification is required. A facility clearance is required; however, storage of classified material at the contractor location is not required. Contractor will be required to support Unclassified (including proprietary information), Secret, Top Secret and Special Access Programs.

#### **4.3 Installation Traffic and Parking Code.**

All contractor employees requiring access to Wright-Patterson AFB during the course of their work shall comply with WPAFBI 31-204.

#### **4.4 Performance of Services During Crisis Declared by the National Command Authority or Overseas Combatant Commander.**

If the National Command Authority declares a crisis, ASC/ENOI will immediately notify the contractor. ASC/ENOI and contractor will review the current project schedule and priorities. The contractor will adjust their duty schedule according to ASC/ENOI leadership's instructions. If the installation or facilities are closed, ASC/ENOI may request the contractor to establish a temporary work environment and schedule that will allow production requirements to be met.

#### **4.5 Quality Control**

Contractor shall develop and maintain a quality program to ensure services are performed in accordance with commonly accepted commercial practices. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. As a minimum, the contractor shall develop quality control procedures that address the areas identified in paragraph 2, Service Delivery Summary.

#### **4.6 Quality Assurance**

The government will evaluate the contractor's performance in accordance with the Quality Assurance Surveillance Plan.

#### **4.7 Title, Right and Interest**

The government shall have royalty-free, non-exclusive license to all software developed, enhanced and/or modified under this contract, excluding commercial-off-the-shelf software. The contractor may be asked to support development of Technology Transfer Plans, such as Cooperative Research and Development Agreements (CRADA), in order that the Government be allowed to benefit from such development activities, including receiving royalty rights, or other forms of payment.

#### **4.8 Deliverables**

Contractor shall provide:

- Status reports of the project activities (CDRL A001).
- Technical reports/documentation of any contractor developed products (CDRL A002).
- All commercial off-the-shelf manuals (CDRL A003).
- Funding and manhour expenditure report (CDRL A005).

<b>DEPARTMENT OF DEFENSE</b> <b>CONTRACT SECURITY CLASSIFICATION SPECIFICATION</b> <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				<b>1. CLEARANCE AND SAFEGUARDING</b> a. FACILITY CLEARANCE REQUIRED <b>TOP SECRET</b> b. LEVEL OF SAFEGUARDING REQUIRED <b>SECRET</b>	
<b>2. THIS SPECIFICATION IS FOR: (X and complete as applicable)</b>				<b>3. THIS SPECIFICATION IS: (X and complete as applicable)</b>	
X	a. PRIME CONTRACT NUMBER <b>F33601-00-D P001/5093 Exp Date: 30 Sep 04</b>	X	a. ORIGINAL (Complete date in all cases) Date (YYMMDD) <b>3 08 27</b>		
	b. SUBCONTRACT NUMBER		b. REVISED (Supersedes all previous specs) Revision No.	Date (YYMMDD)	
	c. SOLICITATION OR OTHER NUMBER DUE Date (YYMMDD)		c. FINAL (Complete item 5 in all cases)	Date (YYMMDD)	
<b>4. IS THIS A FOLLOW-ON CONTRACT?</b> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If Yes, complete the following: Classified material received or generated under <b>F33601-00-D-P001/5069</b> (Preceding Contract Number) is transferred to this follow-on contract					
<b>5. IS THIS A FINAL DD FORM 254?</b> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____					
<b>6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)</b>					
a. NAME, ADDRESS, AND ZIP CODE <b>RS Information System, Inc</b> <b>1651 Old Meadow Road, STE 500</b> <b>McLean VA 22104-4308</b>		b. CAGE CODE <b>0Z4US</b>		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>DSS CAPITAL REGION</b> <b>938 ELKRIDGE LANDING RD, STE 300</b> <b>LINTHICUM MD 21090</b>	
<b>7. SUBCONTRACTOR</b>					
a. NAME, ADDRESS, AND ZIP CODE <b>N/A</b>		b. CAGE CODE <b>N/A</b>		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>	
<b>8. ACTUAL PERFORMANCE</b>					
a. LOCATION <b>N/A</b>		b. CAGE CODE <b>N/A</b>		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <b>N/A</b>	
<b>9. GENERAL IDENTIFICATION OF THIS PROCUREMENT</b> Provide communication-computer support for ASC/EN, located in Buildings 560 and 11A.					
<b>10. THIS CONTRACT WILL REQUIRE ACCESS TO:</b> YES NO					
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	X				
b. RESTRICTED DATA	X				
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X			
d. FORMERLY RESTRICTED DATA	X				
e. INTELLIGENCE INFORMATION	X				
(1) Sensitive Compartmented Information (SCI)	X				
(2) Non-SCI	X				
f. SPECIAL ACCESS INFORMATION	X				
g. NATO INFORMATION		X			
h. FOREIGN GOVERNMENT INFORMATION	X				
i. LIMITED DISSEMINATION INFORMATION	X				
j. FOR OFFICIAL USE ONLY INFORMATION	X				
k. OTHER (Specify)		X			
			<b>11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:</b> YES NO		
			a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	X	
			b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
			c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X
			d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		X
			e. PERFORM SERVICES ONLY		X
			f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
			g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		X
			h. REQUIRE A COMSEC ACCOUNT		X
			i. HAVE TEMPEST REQUIREMENTS	X	
			j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
			k. BE AUTHORIZED TO USE THE DEFENSE COUNIER SERVICE		X
			l. OTHER (Specify) <b>Notification of Government Security Activity is required.</b> <b>See addendum.</b>	X	



**12. PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct ☒ Through (Specify):

ASC/PA, 1865 4th Street, Room 204, WPAFB, OH 45433-6503

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.  
In the case of non-DoD Units Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in the guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/contracts reference herein. Add additional pages as needed to provide complete

The National Industrial Security Program Operating Manual (NISPOM), Jan 95 applies to this contract.

- a. Ref Blk 10a: COMSEC Safeguarding requirements apply. For on-base performance, COMSEC is incumbent on government.
- b. Ref Blk 10e(1): Contractor requires access to SCI materials; SCI security requirements apply, see SCI addendum for details.
- c. Ref Blk 10e(2): Contractor will require access to intelligence information and must comply with AFI 14-303/AFMC Supplement 1. The Program Manager has determined that disclosure does not create an unfair competitive advantage for the contractor or a conflict of interest with the contractor's obligation to protect the information. The contractor will submit the AFMC Form 210 to ASC SIO (ASC/IN) for approval prior to granting access.
- d. Ref Blk 10j: For Official Use Only (FOUO) applies. See addendum.
- e. Ref Blk 11a: Using activity will furnish complete classification guidance for the service to be performed. Contract performance is restricted to ASC/ENOI, Bldg 560, and ASC/ENM, Bldg 11A, Area B, WPAFB OH. If any classified information is generated in the performance of this contract at the identified location, the contractor shall apply derivative classification and markings consistent with the source material.
- f. Ref Blk 11i: EMSEC requirements apply. See addendum.
- g. Ref Blk 11L: The Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract clause in Section 1 for details.
- h. Functional Area Chief: Karen Crothers, 88 CG/SCXP, (937) 255-9471 XS00
- i. Functional Area Evaluator: Stephen L. VanHorn, ASC/ENOI, (937) 25-8313.
- j. ACO Address: DCM Dayton, 1725 Van Patton Drive, Bldg 30, Area C, WPAFB OH 45433-5302.
- j. Ref Blk 17f: DISTRIBUTION: 88 SFS/SFAS, ASC/IN, ASC/EN (Security Manager), and ASC/ENOI.

Coordinated (via email) by LtCol Barbara E. Furryk-Olson, ASC/IN, (937) 255-8108 on 27 Aug 03 (sjs).

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements in the cognizant security office. Use item 13 if additional space is needed.)

☒ Yes ☐ No

- a. Ref Blk 10e(1): SCI Requirements apply. See addendum for details. COR: Larry Taranto/1 SCI Billet.
- b. Ref Blk 10f: Special Access Requirements/Procedures apply. Guidance for gaining access will be provided by SAF/AQ.

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use item 13 if additional space is needed.)

☒ Yes ☐ No

- a. Ref Blk 11i: DSS is relieved of all security oversight for performance on the installation. For performance on WPAFB, security oversight will be under the cognizance of 88 SFS/SFAS for non-SAR performance and by SAF/AQ for SAR performance.

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL  
FRIEDA THORNTON

b. TITLE  
Contracting Officer

c. TELEPHONE (Include Area Code)  
937-257-2135 EXT 4407

d. ADDRESS (Include Zip Code)  
ASC/PKW  
1940 Allbrook Drive  
Wright-Patterson AFB, OH 45433-7148

e. SIGNATURE

**17. REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR
- ☐ b. SUBCONTRACTOR
- ☐ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☐ e. ADMINISTRATION CONTRACTING OFFICER
- ☐ f. OTHERS AS NECESSARY

88SFS/SFAS  
COORDINATION  
PG ONLY

2062603

**ADDENDUM TO DD FORM 254 (Block 10e(1))**  
**SENSITIVE COMPARTMENTED INFORMATION (SCI) CLAUSES**

1. **Reference Block 14:** AFMAN 14-304; DoD 5105.21-M-1; DCID 6/3, 6/4, 6/8, 6/9, and 1/19; JDCSISSS; and DIAM 50-4 provide the necessary guidance for physical, personnel, industrial, information, and information systems security measures and is part of the Sensitive Compartmented Information (SCI) security specifications for the contract.

2. SCI will not be released to contractor employees without the specific release approval by the originator of the material as outlined in the governing directives and based on prior approval and certification of "need-to-know" by the Contracting Officer's Representative (COR):

**Larry Taranto**  
(Name)

**ASC/ENMM**  
(Office Symbol)

**674-7064**  
(Phone)

3. Names of contractor personnel requiring access to SCI and justification for SCI billets will be submitted for coordination and action to SSO ASC/INS after the contract monitor approval/concurrence. Upon receipt of written approval from the COR, the Contractor Special Security Officer (CSSO) may submit the necessary forms to Defense Security Service (DSS) for a Single Scope Background Investigation (SSBI) for those personnel nominated for SCI access in accordance with the National Industrial Security Program Operating Manual (NISPOM).

4. This contract requires a total of   1   SCI contract billets in order to fulfill contractual obligations incurred. SCI access is subject to US Government review and approval as outlined in the aforementioned SCI security regulations. Upon completion or cancellation of the contract, the CSSO will debrief all personnel not required for contract closeout and those billets will be disestablished.

5. The CSSO must restrict access to only those individuals who possess the necessary security clearance and who are actually providing services under the contract. Further dissemination to other contractors, sub-contractors, other government agencies, private individuals or organizations is prohibited unless authorized in writing by the releasing agency.

6. SCI materials furnished in support of this contract remains the property of the DoD department or command that released it. Upon completion or cancellation of the contract, all SCI materials furnished will be returned to the direct custody of the originator of the materials.

7. Classified foreign intelligence materials must not be released to foreign nationals or immigrant aliens whether or not they are also consultants, US contractors, or employees of the contractor, regardless of the level of their security clearance, except with advanced written permission from the originator.

8. Inquiries pertaining to classification guidance on SCI will be directed to the COR listed in para 2 above. SCI security management issues shall be directed to SSO ASC/INS, phone (937) 255-3932, DSN prefix 785.

9. An SCI Facility (SCIF) meeting the physical security requirements outlined in DCID 6/9 must be either used for contract work or established and maintained at the contractor location. All SCI used for this contract shall be stored, handled, and maintained in a SCIF, be it the local contractor SCIF or similarly SCI-accredited facilities used by the contractor. Address of SCIF for contract execution: Bldg 620, Area B, WPAFB OH

10. For contract work within a contractor established SCIF, information systems (computers), electronic connectivity, and similar electronic methods of storing and communicating within and outside the SCIF must be in compliance with DCID 6/3, DIAM 50-4, the JDCSISSS, and any additional instructions issued by DIA/DAC-2A, HQ AFMC/INS, and SSO ASC/INS.

11. The CSSO must maintain accountability for all classified foreign intelligence materials released to their custody.

12. The CSSO must not reproduce classified foreign intelligence without advance approval of the releasing agency. If permission is granted, each copy will be controlled in the same manner as the original. The CSSO must not destroy any classified foreign intelligence without advance approval of the releasing agency.

13. **Reference Block 15:** This contract requires access to SCI. If the contractor has established a SCIF, the Defense Intelligence Agency (DIA) and its designees are responsible for all inspections of the contractor SCIF and SCI security management program for ensuring compliance with all SCI security regulations and policies.

**SCI requirements reviewed and approved (via email) by MSgt Penny L. Russ, ASC/INS, (937) 255-4087 on 27 Aug 2003 (sjs).**

Effective: 27 February 2003

**ADDENDUM TO DD FORM 254 (Block 10j)  
FOR OFFICIAL USE ONLY (FOUO)**

*(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)*

**F33601-00-D-P001/5093**  
Attachment 2

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.
2. **MARKING:**
  - a. FOUO information received (released by a DoD component) should contain the following marking, when received: **THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.**
  - b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.
  - c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.
  - d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
  - e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
3. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.
4. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.
5. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*
6. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

Effective 12 February 2002

ADDENDUM TO DD FORM 254 (Block 11i)  
EMISSION SECURITY (EMSEC) REQUIREMENTS  
(FORMERLY TEMPEST REQUIREMENTS)

F33601-00-D-P001/5093

Attachment 2

EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)

FOR ALL CLASSIFIED SYSTEMS

1. The contractor shall ensure that compromising emanations (EMSEC) conditions related to this contract are minimized.
2. The contractor shall provide countermeasure assessment data to the Contracting Officer (CO), in accordance with Chapter 8 of the NISPOM Supplement, in the form of an ESAR. The ESAR shall provide only specific responses to the data required in paragraph 3 below. The contractor's standard security plan shall NOT be used as a "stand-alone" ESAR response. The contractor shall NOT submit a detailed facility analysis/assessment. The ESAR information will be used to complete an EMSEC Countermeasures Assessment Review of the contractor's facility to be performed by the government EMSEC authority using current Air Force EMSEC directives. EMSEC is applied on a case-by-case basis and further information may be required to complete the review. The contractor shall provide this information to the CO when requested. After the evaluation of the ESAR by the government EMSEC authority, additional EMSEC requirements may be necessary. When changes to the information required in paragraph 3 below occurs (including, but not limited to, relocation, additions, or deletions of equipment from the original approved room), the contractors shall notify the CO of these changes. Upon request, the contractor shall submit to the CO a new ESAR, identifying the new configuration at least 30 days before the change occurs. The contractor shall NOT commence processing with the new configuration until receiving, as a minimum, interim approval from the CO.
3. \*ESAR contents shall include, as a minimum, the following information:
  - a. The specific classification and special categories of material to be processed/handled by electronic means. Include percentage of each classification level used including unclassified (i.e., 5% Top Secret, 10% Secret/SAR, 25% Secret, 60% Unclassified).
  - b. The specific location (complete address, building/room number, or office) where classified processing will be performed. Include identification of any other contractor/company located within 200 meters of the facility.
  - c. Attach a copy of the Defense Investigative Service (DIS) Form 147 to validate physical security and approved storage level of the facility.
  - d. Provide the name, title, and telephone number (commercial and/or DSN) of a point of contact at the facility where processing will occur.
4. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. The subcontractor will provide the above documentation through their prime to the CO to complete the ESAR.
5. In addition to the information required for all classified systems, the following will be required for Top Secret processing:
  - a. Identify the radius (in meters) of the physical control space available around the system, equipment, or facility. Describe the barriers, doors, fences, walls, etc that define the area. Describe the control exercised over the area during duty and nonduty hours. Describe other factors, which contribute to control (i.e., visitor procedures, escort requirements, searches of personnel and/or vehicles, etc).
  - b. Identify the type and location (relative to the classified system) of any unfiltered/telephone or communication lines, shielded or unshielded twisted pair cables or fiber, underground or unfiltered power lines, conduit, heating and air conditioning ducts, water pipes, etc, that transgress the established controlled area.
  - c. Describe the building in which the classified system(s) is housed, i.e., concrete block outer walls, 2" X 4" and single ply gypsum board inner walls, true floor to true ceiling walls, metallic (steel) or solid wood doors, windows (if there are windows, describe the type of coverings on them), etc.
  - d. Diagrams and/or drawings would be extremely helpful.
6. Additional information may be requested upon review of the documentation provided.

\*NOTE: A copy of your Automated Information System Security Plan(s) (AISSP) will suffice.

Effective 18 July 2002

**ADDENDUM TO DD FORM 254 (Rev 11)**  
**NOTIFICATION OF WPAFB SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH (WPAFB), the Contractor shall provide to 88 SFS/SFAS Bldg 8, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:
  - a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
  - b. The contract number and military contracting command;
  - c. The highest classification category of defense information to which Contractor employees will have access;
  - d. The date Contractor operations will begin on WPAFB OH;
  - e. The estimated completion date of operations on WPAFB OH;
2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002

# AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE  
Y - T&M

PAGE OF PAGES  
1 of 4

2. AMENDMENT/MODIFICATION NO  
01

3. EFFECTIVE DATE  
01 OCT 2003

4. REQUISITION/PURCHASE RFO NO  
SEE SCHEDULE

5. PROJECT NO (If applicable)

6. ISSUED BY ASC/PKWIS

CODE

FA8604

7. ADMINISTERED BY (If other than item 8)

CODE

S2404A

DEPARTMENT OF THE AIR FORCE  
ASC/PKW, AREA C, BUILDING 1  
1940 ALLBROOK DR., SUITE 3  
WRIGHT-PATTERSON AFB OH 45433-5309  
JERL S. TRAYLOR 257-6721 X4425  
Jerl.Traylor@wpafb.af.mil

DCMA VIRGINIA  
10500 BATTLEVIEW PKWY  
SUITE 200  
MANASSAS VA 20109-2347

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

RS INFORMATION SYSTEMS, INC.  
1651 OLD MEADOW ROAD  
5TH FLOOR  
MC LEAN VA 22102  
(703) 734-7800

(X) 9A. AMENDMENT OF SOLICITATION NO

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO

F33601-00-D-H001 5093

10B. DATED (SEE ITEM 13)

01 OCT 2003

CODE 0Z4U5

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

SEE SCHEDULE

## 13. THIS ITEM APPLIES ONLY TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: ( ) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF.

X D. OTHER (Specify type of modification and authority)  
Unilateral, FAR 52.232-18 "Availability of Funds" and SCR H 675

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by DCF section headings, including solicitation/contract subject matter where feasible.)

SUBJECT: Fund C I INs 0001 and 0005, modify the period of performance

CHANGE IN ORDER PRICE, \$70,000.00 Increase

CHANGE IN ORDER OBLIGATION, \$70,000.00 Increase

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)

15A. NAME AND TITLE OF SIGNER (Type or print)

FRIEDA M. THORNTON  
Contracting Officer

15B. CONTRACTOR'S OFFEROR

15C. DATE SIGNED

15B. UNITED STATES OF AMERICA

15C. DATE SIGNED

//signed//

06 NOV 2003

(Signature of person authorized to sign)

BY  
(Signature of Contracting Officer)

SCHEDULE OF CHANGES

1. Pursuant to FAR 52.232-18 "Availability of Funds" and Special Contract Requirements H-675, the below number task order is hereby modified to fund CLINs 0001 and 0005. Additionally, CLINs 0001 and 0005 are modified to reflect the period of performance/completion date change to 03 Nov 2003. As a result, the total task order price and total amount obligated is increased by \$70,000.00.

2. Department of Defense form 1155, block 25, is hereby changed from \$0.00 to \$70,000.00, an increase of \$70,000.00.

3. CLINs 0001 and 0005 are hereby modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001	CLIN Change		EST +\$70,000.00
	<i>Noun:</i>	LABOR	
	<i>New Total Item Amount:</i>	\$70,000.00	
	<i>ACRN:</i>	AA	
	<i>PR/MIPR:</i>	F51REN32970100	\$70,000.00
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	01 OCT 2003	
	<i>Completion Date:</i>	03 NOV 2003	
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "88 Communications Group Statement of Work, dated 11 Aug 03," Attachment 2 "DD Form 254 Contract Security Classification Specification," and Exhibit A "Contract Data Requirements List" attached hereto.		
	b. The estimated price established for CLIN 0001 is \$743,435.28 for total period of performance from 01 Oct 03 through 30 Sep 04.		
	c. The current estimated price established for CLIN 0001 is revised from \$0.00 to \$70,000.00 to support performance through 03 Nov 03 (reference clause IA-423C). Amount remaining to be funded, \$673,435.28, will be accomplished in accordance with SCR H-675.		
0005	CLIN Change		NSP
	<i>Noun:</i>	DATA	
	<i>Total Item Amount:</i>	\$0.00	
	<i>DD1423 is Exhibit:</i>	A	
	<i>Contract type:</i>	Y - TIME AND MATERIALS	
	<i>Start Date:</i>	01 OCT 2003	
	<i>Completion Date:</i>	03 NOV 2003	
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 11 Aug 2003 attached hereto.		
	b. The price for this CLIN is contained in above CLIN 0001.		

#### 4. INSPECTION AND ACCEPTANCE

ASC/ENOL, Stephen VanHorn is designated as the office responsible for all work accomplished on this order. Acceptance will take place at the time of invoice certification.

#### INVOICING INSTRUCTIONS

For the purposes of this contract, the contractor is hereby authorized to use certified invoices in lieu of a separate invoicing report. The contractor shall submit invoices to ASC/ENOL, ATTN: STEPHEN VANHORN, 2530 LOOP RD W., AREA B, WRIGHT-PATTERSON AFB, OH 45433 for certification. Upon completion of the certification process, the certifying official shall forward 2 copy(ies) of the certified invoice to the designated payment office and 1 copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures:

Certificate of Services - The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Items 0001 and 0005. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described hereon have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(COIR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-and-Materials and Labor Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract.



5. Section G: The following ACRN is hereby established:

<u>ACRN</u>	<u>Appropriation/Lmt Subhead/Supplemental Accounting Data</u>	<u>Obligation Amount</u>
<b>AA</b>	ACRN Establish	\$70,000.00
	57 43400 304 4720 2N1252 040000 59200 72806F 503000 F03000	
	New ACRN Amount: \$70,000.00	
	Funding breakdown: On CLIN 0001: +\$70,000.00	
	PR/MIPR: F51REN32970100 \$70,000.00	

6. SECTION H - Special Contract Requirements (SCR). SCRs H-675 is hereby revised as follows:

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated and Period of Performance"**

a. The Government has the unilateral right to modify F33601-00-D-P001-5093 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
0001	\$47,213.00	Nov 03	01 Nov 03
	\$64,406.00	Dec 03	01 Dec 03
	\$58,232.00	Jan 04	01 Jan 04
	\$55,504.00	Feb 04	01 Feb 04
	\$67,134.00	Mar 04	01 Mar 04
	\$64,406.00	Apr 04	01 Apr 04
	\$58,232.00	May 04	01 May 04
	\$66,332.00	Jun 04	01 Jun 04
	\$63,152.00	Jul 04	01 Jul 04
	\$66,333.00	Aug 04	01 Aug 04
	\$62,491.28	Sep 04	01 Sep 04

b. Currently as of Modification 01 to above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is \$70,000.00, which covers performance through 03 Nov 2003.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, estimated total dollars to be obligated, and the estimated period of performance for the CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

7. All other terms and conditions remain unchanged.

# AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE  
Y - T&M

PAGE OF PAGES  
1 of 4

2. AMENDMENT/MODIFICATION NO.  
02

3. EFFECTIVE DATE  
04 NOV 2003

4. REQUESTION/PURCHASE REQ NO.  
SEE SCHEDULE

5. PRECISE NO. (if applicable)

6. ISSUED BY ASC/PKWIS

CODE

FA8604

7. ADMINISTERED BY (If other than Item 6)

CODE

S2404A

DEPARTMENT OF THE AIR FORCE  
ASC/PKW, AREA C, BUILDING 1  
1940 ALLBROOK DR., SUITE 3  
WRIGHT-PATTERSON AFB OH 45433-5309  
JERL S. TRAYLOR 257-6721 X4425  
Jerl.Traylor@wpafb.af.mil

DCMA VIRGINIA  
10500 BATTLEVIEW PKWY  
SUITE 200  
MANASSAS VA 20109 2342

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

RS INFORMATION SYSTEMS, INC.  
1851 OLD MEADOW ROAD  
5TH FLOOR  
MC LEAN VA 22102  
(703) 734-7800

(X)

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

F33601-00-D-P001 5093

10B. DATED (SEE ITEM 13)

01 OCT 2003

CODE 0Z4U5

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

SEE SCHEDULE

## 13. THIS ITEM APPLIES ONLY TO MODIFICATION OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

- (X)
- A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: ( ) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. ITEM 10A
- B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
- X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.204-2 "Security Requirements" and SCR H-075
- D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

SUBJECT: Fund CLINs 0001 and 0005 and Incorporation of DD Form 264 Revision 1 dated 31 Oct 03.

CHANGE IN ORDER PRICE: \$111,619.00 Increase

CHANGE IN ORDER OBLIGATION: \$111,619.00 Increase

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF SIGNER (Type or print)

FRIEDA M. THORNTON  
Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

//signed//

08 DEC 2003

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

SCHEDULE OF CHANGES

1. Pursuant to Special Contract Requirements H-675, the below numbered task order is hereby modified to fund CLINs 0001 and 0005 and incorporate Revision 1 dated 31 Oct 03 Department of Defense Contract Security Classification Specification DD Form 254 (Attachment 2 to Section J) pursuant to FAR 52.204-2 "Security Requirements." As a result, the total task order price and total amount obligated is increased by \$111,619.00.

2. Department of Defense form 1155, block 25, is hereby changed from \$70,000.00 to \$181,619.00, an increase of \$111,619.00.

3. CLINs 0001 and 0005 are hereby modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001	CLIN Change		EST +\$111,619.00
	<i>Noun:</i> LABOR		
	<i>New Total Item Amount:</i> \$181,619.00		
	<i>ACRN:</i> AA		
	<i>PR/MIPR:</i> F51REN33160100	\$111,619.00	
	<i>DD1423 is Exhibit:</i> A		
	<i>Contract type:</i> Y - TIME AND MATERIALS		
	<i>Start Date:</i> 01 OCT 2003		
	<i>Completion Date:</i> 31 DEC 2003		
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "88 Communications Group Statement of Work, dated 11 Aug 03," Attachment 2 "DD Form 254 Contract Security Classification Specification," and Exhibit A "Contract Data Requirements List" attached hereto.		
	b. The estimated price established for CLIN 0001 is \$743,435.28 for total period of performance from 01 Oct 03 through 30 Sep 04.		
	c. The current estimated price established for CLIN 0001 is revised from \$70,000.00 to \$181,619.00 to support performance through 31 Dec 2003 (reference clause IA-423C and SCR H-675). Amount remaining to be funded, \$561,816.28, will be accomplished in accordance with SCR H-675.		
0005	CLIN Change		NSP
	<i>Noun:</i> DATA		
	<i>Total Item Amount:</i> \$0.00		
	<i>ACRN:</i> U		
	<i>DD1423 is Exhibit:</i> A		
	<i>Contract type:</i> Y - TIME AND MATERIALS		
	<i>Start Date:</i> 01 OCT 2003		
	<i>Completion Date:</i> 31 DEC 2003		
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 11 Aug 2003 attached hereto.		
	b. The price for this CLIN is contained in above CLIN 0001.		

## 4. Section G: The following ACRN is hereby revised:

<u>ACRN</u>	<u>Appropriation/Lmt Subhead/Supplemental Accounting Data</u>	<u>Obligation Amount</u>
<b>AA</b>	<b>ACRN Change</b>	<b>+\$111,619.00</b>
	57 43400 304 4720 2N1252 040000 59200 72806F 503000 F03000	
	New ACRN Amount: \$181,619.00	
	Funding breakdown: On CLIN 0001: +\$111,619.00	
	PR/MIPR: F51REN33160100 \$111,619.00	

## 5. SECTION H - Special Contract Requirements (SCR): SCRs H-675 is hereby revised as follows:

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated and Period of Performance**

a. The Government has the unilateral right to modify F33601-00-D-P001-5093 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
0001	\$58,232.00	Jan 04	01 Jan 04
	\$55,504.00	Feb 04	01 Feb 04
	\$67,134.00	Mar 04	01 Mar 04
	\$64,406.00	Apr 04	01 Apr 04
	\$58,232.00	May 04	01 May 04
	\$66,332.00	Jun 04	01 Jun 04
	\$63,152.00	Jul 04	01 Jul 04
	\$66,333.00	Aug 04	01 Aug 04
	\$62,491.28	Sep 04	01 Sep 04

b. Currently as of Modification 02 to above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is \$181,619.00, which covers performance through 31 Dec 2003.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, estimated total dollars to be obligated, and the estimated period of performance for the CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

6. **Section J - Attachments Exhibits and Other Documents:** Attachment 2, "Department of Defense Contract Security Classification Specification, DD Form 254" dated 27 Aug 03, is hereby deleted in its entirety and replaced with Attachment 2, "Department of Defense Contract Security Classification Specification, DD Form 254" Revision 1 dated 31 Oct 03, attached hereto.

7. This Supplemental Agreement constitutes a full and equitable adjustment arising out of and in connection with the changes effected herein

LIST OF ATTACHMENTS

<u>DOCUMENT</u>	<u>PGS</u>	<u>DATE</u>	<u>TITLE</u>
ATTACHMENT 2	6	31 OCT 2003	DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION, DD FORM 254

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION				1. CLEARANCE AND SAFEGUARDING	
<i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i>				a. FACILITY CLEARANCE REQUIRED	
				TOP SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED	
				N/A	
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>				3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>	
<input checked="" type="checkbox"/> a. PRIME CONTRACT NUMBER <b>F33601-00-D-P001/5093 Exp Date: 30 Sep 04</b>				a. ORIGINAL <i>(Complete date in all cases)</i> Date (YYMMDD) <b>3 08 27</b>	
b. SUBCONTRACT NUMBER		<input checked="" type="checkbox"/> b. REVISED <i>(Supersedes all previous specs)</i>		Revision No. <b>01</b> Date (YYMMDD) <b>3 10 31</b>	
c. SOLICITATION OR OTHER NUMBER		DUE Date (YYMMDD)		c. FINAL <i>(Complete item 5 in all cases)</i> Date (YYMMDD)	
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following:					
Classified material received or generated under <b>F33601-00-D-P001/5069</b> <i>(Preceding Contract Number)</i> is transferred to this follow-on contract					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following:					
In response to the contractor's requested date of _____, retention of the identified classified material is authorized for the period of _____					
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>					
a. NAME, ADDRESS, AND ZIP CODE <b>RS Information System, Inc</b> <b>1651 Old Meadow Road, STE 500</b> <b>McLean VA 22104-4308</b>		b. CAGE CODE <b>0Z4U5</b>		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> <b>DSS CAPITAL REGION</b> <b>7010 LITTLE RIVER TURNPIKE, SUITE 430</b> <b>ANNANDALE, VA 22003</b>	
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE <b>N/A</b>		b. CAGE CODE <b>N/A</b>		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> <b>N/A</b>	
8. ACTUAL PERFORMANCE					
a. LOCATION <b>N/A</b>		b. CAGE CODE <b>N/A</b>		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> <b>N/A</b>	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT					
Provide communication-computer support for ASC/EN, located in Buildings 560 and 11A.					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:					
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		
b. RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	YES	NO
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Non SCI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	k. BE AUTHORIZED TO USE THE DECELS CARRIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k. OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	l. OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>
			Notification of Government Security Activity is required. See addendum.		

**12. PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct ☒ Through (Specify):

ASC/PA, 1865 4th Street, Room 204, WPAFB, OH 45433-6503

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review. In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance on the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected in the highest level of classification assigned or recommended. (RFR in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete

The National Industrial Security Program Operating Manual (NISPOM), Jan 95 applies to this contract.

- Ref Blk 10a: COMSEC Safeguarding requirements apply. For on-base performance, COMSEC is incumbent on government.
- Ref Blk 10e(1): Contractor requires access to SCI materials; SCI security requirements apply, see SCI addendum for details.
- Ref Blk 10e(2): Contractor will require access to intelligence information and must comply with AFI 14-303/AFMC Supplement 1. The Program Manager has determined that disclosure does not create an unfair competitive advantage for the contractor or a conflict of interest with the contractor's obligation to protect the information. The contractor will submit the AFMC Form 210 to ASC SIO (ASC/IN) for approval prior to granting access.
- Ref Blk 10j: For Official Use Only (FOUO) applies. See addendum.
- Ref Blk 11a: Using activity will furnish complete classification guidance for the service to be performed. Contract performance is restricted to ASC/ENOI, Bldg 560, and ASC/ENM, Bldg 11A, Area B, WPAFB OH. If any classified information is generated in the performance of this contract at the identified location, the contractor shall apply derivative classification and markings consistent with the source material.
- Ref Blk 11i: EMSEC requirements apply. See addendum.
- Ref Blk 11L: The Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract clause in Section 1 for details.
- Functional Area Chief: Karen Crothers, 88 CG/SCXP, (937) 255-9471 X500
- Functional Area Evaluator: Stephen L. VanHorn, ASC/ENOI, (937) 255-8313.
- ACO Address: DCM Dayton, 1725 Van Patton Drive, Bldg 30, Area C, WPAFB OH 45433-5302.
- Ref Blk 17f: DISTRIBUTION: 88 SFS/SFAS, ASC/IN, ASC/EN (Security Manager), and ASC/ENOI.

Coordinated (via email) by LtCol Barbara E. Furyk-Olson, ASC/IN, (937) 255-8108 on 27 Aug 03 (sjs).

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is needed.

☒ Yes ☐ No

- Ref Blk 10e(1): SCI Requirements apply. See addendum for details. COR: Larry Taranto/1 SCI Billet.
- Ref Blk 10f: Special Access Requirements/Procedures apply. Guidance for gaining access will be provided by SAF/AQ.

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. If Yes, identify specific areas or elements covered out and the authority responsible for inspections. Use item 13 if additional space is needed.

☒ Yes ☐ No

- Ref Blk 11i: DSS is relieved of all security oversight for performance on the installation. For performance on WPAFB, security oversight will be under the cognizance of 88 SFS/SFAS for non-SAR performance and by SAF/AQ for SAR performance.

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL  
FRIEDA THORNTON

b. TITLE  
Contracting Officer

c. TELEPHONE (Include Area Code)  
937 257-2135 EXT 4407

d. ADDRESS (Include Zip Code)  
ASC/PAW  
1940 Allbrook Drive  
Wright-Patterson AFB, OH 45433-7146

**17. REQUIRED DISTRIBUTION**

- ☒ CONTRACTOR
- ☐ SUBCONTRACTOR
- ☐ COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☐ ADMINISTRATION CONTRACTING OFFICER
- ☐ OTHERS AS NECESSARY

COORDINATION  
PC-ONLY

**ADDENDUM TO DD FORM 254 (Block 10e(1))**  
**SENSITIVE COMPARTMENTED INFORMATION (SCI) CLAUSES**

**F33601-00-D-P001/5093**

**ATTACHMENT 2**

1. **Reference Block 14:** AFMAN 14-304; DoD 5105.21-M-1; DCID 6/3, 6/4, 6/8, 6/9, and 1/19; JDCSISSS; and DIAM 50-4 provide the necessary guidance for physical, personnel, industrial, information, and information systems security measures and is part of the Sensitive Compartmented Information (SCI) security specifications for the contract.

2. SCI will not be released to contractor employees without the specific release approval by the originator of the material as outlined in the governing directives and based on prior approval and certification of "need-to-know" by the Contracting Officer's Representative (COR).

**Larry Taranto**  
(Name)

**ASC/ENMM**  
(Office Symbol)

**674-7064**  
(Phone)

3. Names of contractor personnel requiring access to SCI and justification for SCI billets will be submitted for coordination and action to SSO ASC/INS after the contract monitor approval/concurrence. Upon receipt of written approval from the COR, the Contractor Special Security Officer (CSSO) may submit the necessary forms to Defense Security Service (DSS) for a Single Scope Background Investigation (SSBI) for those personnel nominated for SCI access in accordance with the National Industrial Security Program Operating Manual (NISPOM).

4. This contract requires a total of   1   SCI contract billets in order to fulfill contractual obligations incurred. SCI access is subject to US Government review and approval as outlined in the aforementioned SCI security regulations. Upon completion or cancellation of the contract, the CSSO will debrief all personnel not required for contract closeout and those billets will be disestablished.

5. The CSSO must restrict access to only those individuals who possess the necessary security clearance and who are actually providing services under the contract. Further dissemination to other contractors, sub-contractors, other government agencies, private individuals or organizations is prohibited unless authorized in writing by the releasing agency.

6. SCI materials furnished in support of this contract remains the property of the DoD department or command that released it. Upon completion or cancellation of the contract, all SCI materials furnished will be returned to the direct custody of the originator of the materials.

7. Classified foreign intelligence materials must not be released to foreign nationals or immigrant aliens whether or not they are also consultants, US contractors, or employees of the contractor, regardless of the level of their security clearance, except with advanced written permission from the originator.

8. Inquiries pertaining to classification guidance on SCI will be directed to the COR listed in para 2 above. SCI security management issues shall be directed to SSO ASC/INS, phone (937) 255-3932, DSN prefix 785.

9. An SCI Facility (SCIF) meeting the physical security requirements outlined in DCID 6/9 must be either used for contract work or established and maintained at the contractor location. All SCI used for this contract shall be stored, handled, and maintained in a SCIF, be it the local contractor SCIF or similarly SCI-accredited facilities used by the contractor. Address of SCIF for contract execution: Bldg 620, Area B, WPAFB OH

10. For contract work within a contractor established SCIF, information systems (computers), electronic connectivity, and similar electronic methods of storing and communicating within and outside the SCIF must be in compliance with DCID 6/3, DIAM 50-4, the JDCSISSS, and any additional instructions issued by DIA/DAC-2A, HQ AFMC/INS, and SSO ASC/INS.

11. The CSSO must maintain accountability for all classified foreign intelligence materials released to their custody.

12. The CSSO must not reproduce classified foreign intelligence without advance approval of the releasing agency. If permission is granted, each copy will be controlled in the same manner as the original. The CSSO must not destroy any classified foreign intelligence without advance approval of the releasing agency.

13. **Reference Block 15:** This contract requires access to SCI. If the contractor has established a SCIF, the Defense Intelligence Agency (DIA) and its designees are responsible for all inspections of the contractor SCIF and SCI security management program for ensuring compliance with all SCI security regulations and policies.

**SCI requirements reviewed and approved (via email) by MSgt Penny L. Russ, ASC/INS, (937) 255-4087 on 27 Aug 2003 (sjs).**

Effective: 27 February 2003



**ADDENDUM TO DD FORM 254 (Block 10j)**  
**FOR OFFICIAL USE ONLY (FOUO)**  
(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)

**F33601-00-D-P001/5093**  
**ATTACHMENT 2**

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.

2. **MARKING:**

a. FOUO information received (released by a DoD component) should contain the following marking, when received: **THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.**

b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.

c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.

d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.

3. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.

4. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.

5. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*

6. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.

Effective 12 February 2002

ADDENDUM TO DD FORM 254 (Block 11i)  
EMISSION SECURITY (EMSEC) REQUIREMENTS  
(FORMERLY TEMPEST REQUIREMENTS)

F33601-00-D-P001/5093  
ATTACHMENT 2

EMISSIONS SECURITY ASSESSMENT REQUEST (ESAR)

**FOR ALL CLASSIFIED SYSTEMS**

1. The contractor shall ensure that compromising emanations (EMSEC) conditions related to this contract are minimized.
2. The contractor shall provide countermeasure assessment data to the Contracting Officer (CO), in accordance with Chapter 8 of the NISPOM Supplement, in the form of an ESAR. The ESAR shall provide only specific responses to the data required in paragraph 3 below. The contractor's standard security plan shall NOT be used as a "stand-alone" ESAR response. The contractor shall NOT submit a detailed facility analysis/assessment. The ESAR information will be used to complete an EMSEC Countermeasures Assessment Review of the contractor's facility to be performed by the government EMSEC authority using current Air Force EMSEC directives. EMSEC is applied on a case-by-case basis and further information may be required to complete the review. The contractor shall provide this information to the CO when requested. After the evaluation of the ESAR by the government EMSEC authority, additional EMSEC requirements may be necessary. When changes to the information required in paragraph 3 below occurs (including, but not limited to, relocation, additions, or deletions of equipment from the original approved room), the contractors shall notify the CO of these changes. Upon request, the contractor shall submit to the CO a new ESAR, identifying the new configuration at least 30 days before the change occurs. The contractor shall NOT commence processing with the new configuration until receiving, as a minimum, interim approval from the CO.
3. \*ESAR contents shall include, as a minimum, the following information:
  - a. The specific classification and special categories of material to be processed/handled by electronic means. Include percentage of each classification level used including unclassified (i.e., 5% Top Secret, 10% Secret/SAR, 25% Secret, 60% Unclassified).
  - b. The specific location (complete address, building/room number, or office) where classified processing will be performed. Include identification of any other contractor/company located within 200 meters of the facility.
  - c. Attach a copy of the Defense Investigative Service (DIS) Form 147 to validate physical security and approved storage level of the facility.
  - d. Provide the name, title, and telephone number (commercial and/or DSN) of a point of contact at the facility where processing will occur.
4. The prime contractor shall ensure that all subcontractors and/or vendors comply with EMSEC requirements when performing classified processing related to this contract. The subcontractor will provide the above documentation through their prime to the CO to complete the ESAR.
5. In addition to the information required for all classified systems, the following will be required for Top Secret processing:
  - a. Identify the radius (in meters) of the physical control space available around the system, equipment, or facility. Describe the barriers, doors, fences, walls, etc that define the area. Describe the control exercised over the area during duty and nonduty hours. Describe other factors, which contribute to control (i.e., visitor procedures, escort requirements, searches of personnel and/or vehicles, etc).
  - b. Identify the type and location (relative to the classified system) of any unfiltered/telephone or communication lines, shielded or unshielded twisted pair cables or fiber, underground or unfiltered power lines, conduit, heating and air conditioning ducts, water pipes, etc, that transgress the established controlled area.
  - c. Describe the building in which the classified system(s) is housed, i.e., concrete block outer walls, 2" X 4" and single ply gypsum board inner walls, true floor to true ceiling walls, metallic (steel) or solid wood doors, windows (if there are windows, describe the type of coverings on them), etc.
  - d. Diagrams and/or drawings would be extremely helpful.
6. Additional information may be requested upon review of the documentation provided.

\*NOTE: A copy of your Automated Information System Security Plan(s) (AISSP) will suffice.

Effective 18 July 2002

**ADDENDUM TO DD FORM 254 (Blk 11f)  
NOTIFICATION OF WPAFB SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH (WPAFB), the Contractor shall provide to 88 S/S/SFAS Bldg 8, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE Y - T&M	PAGE OF PAGES 1 of 3
2. AMENDMENT/MODIFICATION NO. (13)	3. EFFECTIVE DATE 01 JAN 2004	4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJ-CT NO. (If applicable)	
6. ISSUED BY ASC/PKWIS CODE  DEPARTMENT OF THE AIR FORCE ASC/PKW, ARFA C, BUILDING 1 1940 ALLBROOK DR, SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 GEORGEANN THOMPSON 9372572135 X4432 GeorgeAnn.Thompson@wpafb.af.mil		7. ADMINISTERED BY (If other than Item 5) CODE  DCMA VIRGINIA 10500 BATTI EVIEW PKWY SUITE 200 MANASSAS VA 20109-2342			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734-7800			(X)	9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
			X	10A. MODIFICATION OF CONTRACT/ORDER NO. H33601-00-D-P001 5093	
CODE 0Z4U5 FACILITY CODE				10B. DATED (SEE ITEM 13) 01 OCT 2003	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers: <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) SEE SCHEDULE					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATION OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
(X)	A. THIS CHANGE/ORDER IS ISSUED PURSUANT TO: ( ) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. ITEM 10A.				
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
X	D. OTHER (Specify type of modification and authority) Unilateral, SCR H-675				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ expires to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by ICF section headings, including solicitation/contract subject matter where feasible) SUBJECT: Fund CLINs 0001 and 0005  CHANGE IN ORDER PRICE: \$58,232.00 Increase CHANGE IN ORDER OBLIGATION: \$58,232.00 Increase					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF SIGNER (Type or print)		
			FRIEDA M. THORNTON Contracting Officer		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
			//Signed//		13 JAN 2004
(Signature of person authorized to sign)		By _____ (Signature of Contracting Officer)			

SCHEDULE OF CHANGES

1. Pursuant to Special Contract Requirements H-675, the below number task order is hereby modified to fund CLINs 0001 and 0005. Additionally, CLINs 0001 and 0005 are modified to reflect the period of performance/completion date change to 31 Jan 04. As a result, the total task order price and total amount obligated is increased by \$58,232.00.

2. Department of Defense form 1155, block 25, is hereby changed from \$181,619.00 to \$239,851.00, an increase of \$58,232.00.

3. CLINs 0001 and 0005 are hereby modified as follows:

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001	CLIN Change		EST +\$58,232.00
	<i>Noun:</i> LABOR		
	<i>Now Total Item Amount:</i> \$239,851.00		
	<i>ACRN:</i> AA		
	<i>PR/MIPR:</i> F51REN33640100	\$58,232.00	
	<i>DD1423 is Exhibit:</i> A		
	<i>Contract type:</i> Y - TIME AND MATERIALS		
	<i>Start Date:</i> 01 OCT 2003		
	<i>Completion Date:</i> 31 JAN 2004		
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "88 Communications Group Statement of Work, dated 11 Aug 03," Attachment 2 "DD Form 254 Contract Security Classification Specification," and Exhibit A "Contract Data Requirements List".		
	b. The estimated price established for CLIN 0001 is \$743,435.28 for total period of performance from 01 Oct 03 through 30 Sep 04.		
	c. The current estimated price established for CLIN 0001 is revised from \$181,619.00 to \$239,851.00 to support performance through 31 Jan 2004 (reference clause IA-423C and SCR H-675). Amount remaining to be funded, \$503,584.28, will be accomplished in accordance with SCR H-675.		
0005	CLIN Change		NSP
	<i>Noun:</i> DATA		
	<i>Total Item Amount:</i> \$0.00		
	<i>ACRN:</i> U		
	<i>DD1423 is Exhibit:</i> A		
	<i>Contract type:</i> Y - TIME AND MATERIALS		
	<i>Start Date:</i> 01 OCT 2003		
	<i>Completion Date:</i> 31 JAN 2004		
	<i>Descriptive Data:</i>		
	a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 11 Aug 2003 attached to the basic Order for Supplies or Services.		
	b. The price for this CLIN is contained in above CLIN 0001.		

4. Section G: The following ACRN is hereby changed:

<u>ACRN</u>	<u>Appropriation/Lmt Subhead/Supplemental Accounting Data</u>	<u>Obligation Amount</u>
<b>AA</b>	ACRN Change 5/ 43400 304 4720 2N1252 040000 59200 72806F 503000 F03000 New ACRN Amount: \$239,851.00 Funding breakdown: On CLIN 0001: +\$58,232.00 PR/MIPR: F51REN33640100 \$58,232.00	<b>+\$58,232.00</b>

5. SECTION H - Special Contract Requirements (SCR): SCRs H-675 is hereby revised as follows:

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price,  
Amount Obligated and Period of Performance**

a. The Government has the unilateral right to modify F33601-00-D-P001-5093 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<u>CLIN</u>	<u>Burn-rate</u>	<u>Month</u>	<u>Not Later Than Modification Issuance Date</u>
0001	\$55,504.00	Feb 04	01 Feb 04
	\$67,134.00	Mar 04	01 Mar 04
	\$64,406.00	Apr 04	01 Apr 04
	\$58,232.00	May 04	01 May 04
	\$66,332.00	Jun 04	01 Jun 04
	\$63,152.00	Jul 04	01 Jul 04
	\$66,333.00	Aug 04	01 Aug 04
	\$62,491.28	Sep 04	01 Sep 04

b. Currently as of Modification 03 to above paragraph "a" referenced task order, CLIN 0001 current estimated price and amount obligated is **\$239,851.00**, which covers performance through **31 Jan 2004**.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, estimated total dollars to be obligated, and the estimated period of performance for the CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

6. All other terms and conditions remain unchanged.

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 16

1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33601-00-D-P001		2. DELIVERY ORDER/ CALL NO. 5095		3. DATE OF ORDER/CALL (YYYYMMDD) 01 DEC 2003		4. REQUISITION/PURCH REQUEST NO. SLF SCHEDULE		5. PRIORITY DO-C9	
6. ISSUED BY ASC/PKWIS DEPARTMENT OF THE AIR FORCE ASC/PKW, AREA C, BUILDING 1 1940 ALLBROOK DR., SUITE 3 WRIGHT-PATTERSON AFB OH 45433-5309 JERL S. TRAYLOR 257-8721 X4425 Jerl.Traylor@wpafb.af.mil				7. ADMINISTERED BY (if Other than 6) DCMA VIRGINIA 10500 BATTLEVIEW PKWY SUITE 200 MANASSAS VA 20109-2342		8. DELIVERY FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule of other)			
9. CONTRACTOR NAME AND ADDRESS RS INFORMATION SYSTEMS, INC. 1651 OLD MEADOW ROAD 5TH FLOOR MC LEAN VA 22102 (703) 734 7800		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS SMALL SMALL BUSINESS WOMEN OWNED		12. DISCOUNT ITEMS N		13. MAIL INVOICES TO ADDRESS IN BLOCK See Schedule	
14. SHIP TO SEE SCHEDULE		15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264 EFT		16. PAYMENT WILL BE MADE BY COOL HQ0338		17. X IF BUSINESS IS SMALL SMALL BUSINESS WOMEN OWNED		18. MAIL INVOICES TO ADDRESS IN BLOCK See Schedule	
19. DELIVERY TYPE DELIVERY: <input checked="" type="checkbox"/> C.A.L. OF PURCHASE ORDER		20. REFERENCE YOUR ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.		21. NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD)		22. IF THIS BOX IS MARKED, SUPPLIER MUST SIGN ACCEPTANCE AND RETURN THE FOLLOWING NUMBER OF COPIES: 17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE SEE SCHEDULE		23. QUANTITY IN COLUMN 20 HAS BEEN INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED	
24. ITEM NO.		25. SCHEDULE OF SUPPLIES/SERVICES See Schedule		26. QUANTITY ORDERED/ACCEPTED		27. UNIT		28. UNIT PRICE	
29. AMOUNT		30. UNITED STATES OF AMERICA //signed// FRIDA M. THORNTON		31. TOTAL \$340,740.88		32. DIFFERENCES		33. INITIALS	
34. DATE		35. SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		36. PAYMENT COMPLETE PARTIAL FINAL		37. CHECK NUMBER		38. BILL OF LADING	
39. RECEIVED BY (Type)		40. DATE RECEIVED (YYYYMMDD)		41. TOTAL CONTAINERS		42. S/R ACCOUNT NO.		43. S/R VOUCHER NO.	

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

*Noun:* LABOR - ASC/VF/FB AIR FORCE  
*ACRN:* 9  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 06 MAR 2004  
*Descriptive Data:*

EST \$194,782.75

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding SOW paragraph 1.7.2)," Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price established for CLIN 0001 is \$630,855.36 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0001 is \$194,782.75 which will cover performance through 06 Mar 04 (reference SCR H-675 and Section I, IA-423C). (Amount remaining to be funded, \$438,072.61, will be accomplished in accordance with SCR H-675.).

000101

*Noun:* Funding Info Only  
*ACRN:* AA \$22,282.75  
*PR/MIPR:* F50FBF33020200 \$22,282.75

000102

*Noun:* Funding Info Only  
*ACRN:* AB \$172,500.00  
*PR/MIPR:* F50FBF3302100 \$172,500.00



ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0003

EST \$1,176.52

Noun: ODC - ASC/VF/FB AIR FORCE  
 ACRN: AA  
 PR/MIPR: F50FBF33020200 \$1,176.52  
 DD1423 is Exhibit: A  
 Contract type: S - COST  
 Start Date: 01 DEC 2003  
 Completion Date: 06 MAR 2004

*Descriptive Data:*

a. The Contractor shall provide Other Direct Cost in support of CLIN 0001 in accordance with SOW paragraph 1.7.2 only to Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price for CLIN 0003 is \$1,176.52 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0003 is \$1,176.52 which will cover performance through 06 Mar 04 (reference clause 1-408).

0004

EST \$6,540.73

Noun: TRAVEL - ASC/VF/FB AIR FORCE  
 ACRN: AA  
 PR/MIPR: F50FBF33020200 \$6,540.73  
 DD1423 is Exhibit: A  
 Contract type: S - COST  
 Start Date: 01 DEC 2003  
 Completion Date: 06 MAR 2004

*Descriptive Data:*

a. The Contractor shall provide Travel in support of CLIN 0001 and in accordance with Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated ceiling price for CLIN 0004 is \$6,540.73 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0004 is \$6,540.73 which will cover performance through 06 Mar 04 (reference clause 1-408).

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0005

*Noun:* DATA - ASC/VF/FB AIR FORCE  
*ACRN:* AA  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 06 MAR 2004  
*Descriptive Data:*

NSP

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.

b. The price for this CLIN is contained in CLIN 0001.

0006

*Noun:* LABOR - ASC/YN  
*ACRN:* AC  
*PR/MIPR:* F50YNF33090100 \$80,179.33  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 11 OCT 2004  
*Descriptive Data:*

EST \$80,179.33

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding SOW paragraphs 1.7.2 and 1.16 through 1.18), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price established for CLIN 0006 is \$90,322.32 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0006 is \$80,197.33; which will cover performance through 11 Oct 04 (reference SCR H-675 and Section I, IA-423C). (Amount remaining to be funded, \$10,142.99, will be accomplished in accordance with SCR H-675.).

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0007

<i>Noun:</i>	ODC - ASC/YN	
<i>ACRN:</i>	AC	
<i>PR/MIPR:</i>	F50YNF33090100	\$381.93
<i>DD1423 is Exhibit:</i>	A	
<i>Contract type:</i>	S - COST	
<i>Start Date:</i>	01 DEC 2003	
<i>Completion Date:</i>	11 OCT 2004	

EST \$381.93

*Descriptive Data:*  
a. The Contractor shall provide Other Direct Cost in support of CLIN 0006 in accordance with SOW paragraph 1.7.2 only to Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price for CLIN 0007 is \$381.93 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0007 is \$381.93 which will cover performance through 11 Oct 04 (reference clause I-408).

0008

<i>Noun:</i>	TRAVEL - ASC/YN	
<i>ACRN:</i>	AC	
<i>PR/MIPR:</i>	F50YNF33090100	\$6,218.74
<i>DD1423 is Exhibit:</i>	A	
<i>Contract type:</i>	S - COST	
<i>Start Date:</i>	01 DEC 2003	
<i>Completion Date:</i>	11 OCT 2004	

EST \$6,218.74

*Descriptive Data:*  
a. The Contractor shall provide Other Direct Cost in support of CLIN 0006 in accordance with SOW paragraph 1.7.2 only to Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price for CLIN 0008 is \$6,218.74 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0008 is \$6,218.74 which will cover performance through 11 Oct 04 (reference clause I-408).

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0009

Noun: DATA - ASC/YN  
 ACRN: AC  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 01 DEC 2003  
 Completion Date: 11 OCT 2004  
 Descriptive Data:  
 a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.  
 b. The price for this CLIN is contained in CLIN 0008.

0010

RESERVED CLIN (service)

Noun: RESERVED

0011

RESERVED CLIN (service)

Noun: RESERVED

0012

Noun: LABOR - ASC/FB/VF ISRAEL  
 ACRN: AD  
 PR/MIPR: F50FBF33380100 \$10,792.20  
 DD1423 is Exhibit: A  
 Contract type: Y - TIME AND MATERIALS  
 Start Date: 01 DEC 2003  
 Completion Date: 18 NOV 2004  
 Descriptive Data:

EST \$10,792.20

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.6.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated price established for CLIN 0012 is \$10,792.20 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0012 is \$10,792.20 which will cover performance through 18 Nov 04 (reference IA-423C).

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0013

NSP

*Noun:* DATA - ASC/FB/VF ISRAEL  
*ACRN:* AD  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*  
 a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.  
 b. The price for this CLIN is contained in CLIN 0012.

# **LABOR**

0014

EST \$6,970.10

*Noun:* LABOR - ASC/FB/VF GREECE  
*ACRN:* AJ  
*PR/MIPR:* F50FBF3380199 \$6,970.10  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*  
 a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/I-MS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.6.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.  
 b. The estimated priced established for CLIN 0014 is \$6,970.10 for total period of performance from 01 Dec 03 through 18 Nov 04.  
 c. The current estimated price for CLIN 0014 is \$6,970.10 which will cover performance through 18 Nov 04 (reference IA-423C).

0015

NSP

*Noun:* DATA - ASC/FB/VF GREECE  
*ACRN:* AJ  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*  
 a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.  
 b. The price for this CLIN is contained in CLIN 0014.

<u>ITEM</u>	<u>SUPPLIES OR SERVICES</u>	<u>Qty</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
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0016

*Noun:* LABOR - ASC/FB/VF EGYPT  
*ACRN:* AE  
*PR/MIPR:* F50FRF33380100 \$9,190.56  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*

EST \$9,190.56

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.6.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated priced established for CLIN 0016 is \$9,190.56 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0016 is \$9,190.56 which will cover performance through 18 Nov 04 (reference IA-423C).

0017

*Noun:* DATA - ASC/FB/VF EGYPT  
*ACRN:* AE  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*

NSP

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.

b. The price for this CLIN is contained in CLIN 0016.

ITEM	SUPPLIES OR SERVICES	Qty	Unit Price
		Purch Unit	Total Item Amount

0018

EST \$9,190.56

*Noun:* LABOR - ASC/FB/VF KOREA  
*ACRN:* AF  
*PR/MIPR:* F50FBF33380100 \$9,190.56  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/VN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.6.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated priced established for CLIN 0018 is \$9,190.56 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0018 is \$9,190.56 which will cover performance through 18 Nov 04 (reference IA-423C).

0019

NSP

*Noun:* DATA - ASC/FB/VF KOREA  
*ACRN:* AF  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004  
*Descriptive Data:*

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.

b. The price for this CLIN is contained in CLIN 0018.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0020

EST \$12,780.66

*Noun:* LABOR - ASC/FB/VF SAUDIA ARABIA  
*ACRN:* AG  
*PR/MIPR:* F50FRF33380100 \$12,780.66  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004

*Descriptive Data:*

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.8.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated priced established for CLIN 0020 is \$12,780.66 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0020 is \$12,780.66 which will cover performance through 18 Nov 04 (reference IA-423C).

0021

NSP

*Noun:* DATA - ASC/FB/VF SAUDIA ARABIA  
*ACRN:* AG  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004

*Descriptive Data:*

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.

b. The price for this CLIN is contained in CLIN 0020.



ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0022

EST \$2,545.80

*Noun:* LABOR - ASC/FB/VF TAIWAN  
*ACRN:* AH  
*PR/MIPR:* F50FBF33380100 \$2,545.80  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004

*Descriptive Data:*

a. The Contractor shall provide non-personal services in accordance with the following documents: Attachment 1 "ASC/FB, ASC/VF AND ASC/YN USAF/FMS Computer Support Statement of Work" dated 18 Nov 03 (excluding paragraphs 1.6.5, 1.7.2, 1.11.7, 1.14.1, and 1.16 through 1.19), Attachment 2 "DoD Contract Security Classification Specification" dated 15 Sep 03, and Exhibit A "Contract Data Requirements List" attached hereto.

b. The estimated priced established for CLIN 0022 is \$2,545.80 for total period of performance from 01 Dec 03 through 18 Nov 04.

c. The current estimated price for CLIN 0022 is \$2,545.80; which will cover performance through 18 Nov 04 (reference IA-423C).

0023

NSP

*Noun:* DATA - ASC/FB/VF TAIWAN  
*ACRN:* AH  
*DD1423 is Exhibit:* A  
*Contract type:* Y - TIME AND MATERIALS  
*Start Date:* 01 DEC 2003  
*Completion Date:* 18 NOV 2004

*Descriptive Data:*

a. The Contractor shall provide data in accordance with Exhibit A "Contract Data Requirements List" dated 18 Nov 2003 attached hereto.

b. The price for this CLIN is contained in CLIN 0022.

## Section G - Contract Administration Data

a. The following ACRNs are hereby established:

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
<b>AA</b>		\$30,000.00
	57 43400 304 4720 2N14FB 040000 592IH 72806F 503000 F03000	
	<i>Funding breakdown:</i> On CLIN 000101: \$22,282.75	
	On CLIN 0003: \$1,176.52	
	On CLIN 0004: \$6,540.73	
	On CLIN 0005: \$0.00	
	<i>PR/MIPR:</i> F50FBF33020200 \$30,000.00	
<b>AB</b>		\$172,500.00
	57 43010 114 36R5 13328A 2ANV3B 592IH 000000 503000 F03000	
	<i>Funding breakdown:</i> On CLIN 000102: \$172,500.00	
	<i>PR/MIPR:</i> F50FBF3302100 \$172,500.00	
<b>AC</b>		\$86,780.00
	57 43400 304 4720 2AQ002 010000 59200 27141F 503000 F03000	
	<i>Funding breakdown:</i> On CLIN 0006: \$80,179.33	
	On CLIN 0007: \$381.93	
	On CLIN 0008: \$6,218.74	
	On CLIN 0009: \$0.00	
	<i>PR/MIPR:</i> F50YNF33090100 \$86,780.00	
<b>AD</b>		\$10,792.20
	9711 X8242 00024FX4720CSPFIS0997200000000000003600000	
	<i>Funding breakdown:</i> On CLIN 0012: \$10,792.20	
	On CLIN 0013: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380100 \$10,792.20	
	<i>PR Long line:</i> 9711X8242.0002 4FX 4720 CSPFIS 099720 00000 036000	
	503000 F03000	
<b>AE</b>		\$9,190.56
	9711 X8242 9711X824200024FX4720COEIEG33001392IA000000	
	<i>Funding breakdown:</i> On CLIN 0016: \$9,190.56	
	On CLIN 0017: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380100 \$9,190.56	
	<i>PR Long line:</i> 9711X8242.0002 4FX 4720 COEIEG 330013 592IA 006000	
	503000 F03000	

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
<b>AF</b>		<b>\$9,190.56</b>
	9711 X8242 9711X82420002 4FX 4720 CSIRKS 000000 592IH	
	<i>Funding breakdown:</i> On CLIN 0018: \$9,190.56	
	On CLIN 0019: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380100 \$9,190.56	
	<i>PR Long line:</i> 9711X8242.0002 4FX 4720 CSIRKS 000000 592IH 022000	
	503000 F03000	
<b>AG</b>		<b>\$12,780.66</b>
	9711 X8242 9711X82420002 4FX 4720 CYPYSR 000000 592IH 000000	
	<i>Funding breakdown:</i> On CLIN 0020: \$12,780.66	
	On CLIN 0021: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380100 \$12,780.66	
	<i>PR Long line:</i> 9711X8242.0002 4FX 4720 CYPYSR 000000 592IH 013000	
	503000 F03000	
<b>AH</b>		<b>\$2,545.80</b>
	9711 X8242 9711X82420002 4FX 4720 CSKATW 090120 000000	
	<i>Funding breakdown:</i> On CLIN 0022: \$2,545.80	
	On CLIN 0023: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380100 \$2,545.80	
	<i>PR Long line:</i> 9711X8242.0002 4FX 4720 CSKATW 090120 000000 055000	
	503000 F03000	
<b>AJ</b>		<b>\$6,970.10</b>
	9711 X8242 GR02 4FX 4720 CSNXGR 099730 000000 027000 00000000	
	<i>Funding breakdown:</i> On CLIN 0014: \$6,970.10	
	On CLIN 0015: \$0.00	
	<i>PR/MIPR:</i> F50FBF33380199 \$6,970.10	
	<i>PR Long line:</i> 9711X8242.GR02 4FX 4720 CSNXGR 099730 000000 027000	
	503000 F03000	
	<i>Descriptive data:</i>	
	Reference: Greece FY04 PMA-HYPFI004720016 (Advice # HYPFI004720016)	

b. Inspection and Acceptance and Invoicing Instructions are as follows:

#### INSPECTION AND ACCEPTANCE

ASC/FBIA, MSgt Bryon M. Patten, is designated as the office responsible for all work accomplished on this order. Acceptance will take place at the time of invoice certification.

#### INVOICING INSTRUCTIONS

For the purposes of this contract, the contractor is hereby authorized to use certified invoices in lieu of a separate invoicing report. The contractor shall submit invoices to ASC/FBIA, ATTN: MSGT BRYON M. PATTEN, 2725 C STREET, BLDG 553, AREA B, WRIGHT-PATTERSON AFB, OH 45433-7424 for certification. Upon

completion of the certification process, the certifying official shall forward 2 copy(ies) of the certified invoice to the designated payment office and 1 copy(ies) to the designated administration office.

Certificate of Services (Standard Form 1034) shall be submitted in accordance with the following procedures:

Certificate of Services - The contractor shall submit in triplicate (original and 2 copies) a monthly Certificate of Service to the task monitor for each Order, which shall consist of the negotiated labor classifications and hours assigned to this contract; the number of person-hours worked by each negotiated labor classification for the calendar month; funded amount; monthly and cumulated expenditures; percentage expended; and the estimate to complete. The Certificate of Service shall also list the items of cost incurred in accordance with the Contract Line Items 0001 0009 and 0012 - 0023. Individual items should include the task order's proposal item number.

Upon determination by the task manager that all services stated have been satisfactorily rendered by the contractor, the following statement declaring acceptability shall be executed on the Certificate of Service:

"I certify that the services described herein have been received and are acceptable."

\_\_\_\_\_  
(Task Monitor Name and Office Symbol)

\_\_\_\_\_  
(Date)

(COIR Name and Office Symbol)

(a) Invoices (or public vouchers), supported by a statement of cost for performance under this contract, shall be submitted to the cognizant Defense Contract Audit Agency (DCAA) office pursuant to FAR 52.232-7, Payments Under Time-And-Materials and Labor-Hour Contracts. Under the provisions of FAR 42.803(b), The DCAA Auditor, as the authorized representative of the Contracting Officer for examining vouchers received directly from contractors, will transmit provisionally approved vouchers to the cognizant disbursing office for payment.

(b) Those costs claimed which are determined by the DCAA Auditor to be unallowable or suspended, will be identified on DCAA FORM 1 "Notice of Contract Costs Suspended And/Or Disapproved," which will be issued to the contractor, with a copy to the cognizant ACO. On such actions of suspended or disapproved costs, the contractor may appeal in writing to the cognizant ACO, who will make a determination promptly in writing. Any final decision by the Contracting Officer may be appealed thereafter in accordance with the provision of the "Disputes" clause of the contract.

**SECTION H - Special Contract Requirements (SCR): H-675 "Government Unilateral Right to Modify Task Order Estimated Price, Amount Obligated and Period of Performance" is hereby incorporated as follows:**

**"H-675 Government Unilateral Right to Modify Task Order Estimated Price, Amount Obligated, and Period of Performance"**

a. The Government has the unilateral right to modify F33601-00-D-P001-5095 estimated price, amount obligated, and period of performance in accordance with the following contractor projected/estimated monthly burn-rate.

<b>(i)</b> <b>CLIN</b>	<b>Burn-rate</b>	<b>Month</b>	<b>Not Later Than Modification Issuance Date</b>
0001 and/or TBD	\$12,280.35	Mar 04	29 Feb 04
	\$54,303.00	Apr 04	31 Mar 04
	\$49,346.00	May 04	30 Apr 04
	\$55,923.00	Jun 04	31 May 04
	\$53,351.00	Jul 04	30 Jun 04
	\$55,922.00	Aug 04	31 Jul 04
	\$53,351.00	Sep 04	31 Aug 04
	\$50,819.00	Oct 04	30 Sep 04
	\$50,777.36	Nov 04	31 Oct 04
<b>(ii)</b> 0006 and/or TBD	\$2,692.99	Oct 04	30 Sep 04
	\$7,626.32	Nov 04	31 Oct 04

b. Currently as of 01 December 03 to above paragraph "a" referenced task order,

- (i) CLIN 0001 current estimated price and amount obligated is \$194,782.75, which covers performance through **06 Mar 2004**.
- (ii) CLIN 0006 current estimated price and amount obligated is \$80,179.33, which covers performance through **11 Oct 2004**.

c. Not later than ten (10) days before the end of the performance period established in above paragraph "b," the Procuring Contracting Officer shall issue a letter notifying the Contractor (1) when the next modification will be issued, stating the revised estimated task order price, newly established contract line item number (CLIN), estimated total dollars to be obligated, and the estimated period of performance for the newly established CLIN, or (2) Stop Work letter in accordance with FAR 52.242-15.

d. The Contractor shall notify the Procuring Contracting Officer in writing not later than fifteen (15) days prior to the dates established in above paragraph "a" if there is a change in the projected/estimated monthly burn-rate as established above."

LIST OF ATTACHMENTS

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	2	18 NOV 2003	EXHIBIT A - CONTRACT DATA REQUIREMENTS LIST (CDRL)
ATTACHMENT 1	12	18 NOV 2003	STATEMENT OF WORK FOR ASC/FB, ASC/VF AND ASC/YN USAF/FMS COMPUTER SUPPORT
ATTACHMENT 2	4	15 DEC 2003	DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION, DD FORM 254

**EXHIBIT A – CONTRACT DATA REQUIREMENTS LIST (CDRL)**

<u>CDRL</u>	<u>DESCRIPTION/TITLE OF DATA ITEM</u>
A001	STATUS REPORT
A002	TECHNICAL REPORT
A005	FUNDS AND MAN/HOUR EXPENDITURE

*CDRL #	Contract Ref.	Requiring Office	DD 250 Req	APP Code	Statement Requirement	Frequency	A/O Date	Date of		Distribution
								First Submission	Subsequent Submission	
	BLK 5	BLK 6	BLK 7	BLK 8	BLK 9	BLK 10	BLK 11	BLK 12	BLK 13	BLK 14
A001	SOW Para 1.2.2 & 1.3.3	ASC/FB	No	N/A	E	Monthly	0	45 DAC	30	ASC/FB/A
A002	SOW Para 1.6.3, 1.10.2, and 1.12.2	ASC/FB	No	N/A	E	As Required	0	45 DAC	30	ASC/FB/A
A005	SOW Para 1.2.2, 1.7.2, and 1.10.2,	ASC/FB	No	N/A	E	Monthly	0	As Required	As Required	ASC/FB/A

\*Contractor format is acceptable and electronic format compatible with what is currently used by customer.



## **STATEMENT OF WORK (SOW)**

### **TASK ORDER TITLE: ASC/FB, ASC/VF, AND ASC/YN USAF/FMS COMPUTER SUPPORT**

**PERIOD OF PERFORMANCE:** See Sections B and F of Task Order

#### **1.0 DESCRIPTION OF SERVICES**

The purpose of this task order is to provide Communication-Computer System (C-CS) support for USAF/FMS personnel in ASC/FB, known as the Air Combat System Program Office (SPO), ASC/VF, the F-15 SPO, and ASC/YN (F-117). ASC/FB, ASC/VF, and ASC/YN are the agencies for managing the acquisition and support of Weapon Systems. Contractor support is required to provide technical support in the configuration, implementation, operation, and troubleshooting of Local Area Network (LAN), Wide Area Network (WAN), LAN hardware (servers, workstations, laptops, printers, scanners, etc.), network interface hardware and software, network applications software, stand-alone applications software and VTC troubleshooting. All organizations are currently supported by the 88CG for e-mail services.

#### **1.1 PLACE OF PERFORMANCE**

The ASC/FB and ASC/VF have 272 USAF/FMS (253.5 (USAF) and 28.5 (FMS)) funded personnel located in building 553 and ASC/TB J-UCAS (Joint Unmanned Combat Air System) users located in building 556. ASC/YN has 50 USAF personnel located in building 553. For the remainder of this document, ASC/FB and ASC/VF will be referred to ASC/FB-VF since there is no separation of C-CS support given that the ASC/FB-VF LAN resides on the same subnet in the same building, unless otherwise noted.

#### **1.2 SCOPE OF WORK**

1.2.1 The contractor shall provide operation, maintenance, and engineering support for the Networks and computers. ASC/FB-VF and ASC/YN are located in building 553, with e-mail services being provided by the 88CG and with ASC/FB-VF and ASC/YN having territory rights given for account administration. The contractor shall support the Senior National Representative (SNR) Korean officer located in building 40 for, dialup, email, printer, laptop, fax, and computer.

1.2.2 The contractor shall enhance productivity by minimizing downtime of automated information systems, providing efficient electronic nationwide communications, and protecting government data from inadvertent loss or compromise. All references to computers in the following paragraphs shall be understood as referring to USAF/FMS workstations, laptops, Local Area Networks (LANs), Wide Area Networks (WANs), and associated connected

peripherals, hardware, and software. The contractor shall support all USAF/TMS ASC/FB-VF networks and ASC/YN networks as applicable. (CDRLs A001 and A005)

### **1.3 ASC/FB-VF AND ASC/YN HELP DESK SUPPORT**

1.3.1 The contractor shall provide Help Desk Support to include on-site and telephonic problem resolution support for computer hardware, software, mainframe interfaces, LAN, WAN interfaces and communications interfaces.

1.3.2 The contractor shall analyze data collected from the service desk to identify trends and possible problem areas, and shall recommend corrective actions such as standards, training, and in-house documentation.

1.3.3 The contractor shall use an automated system, which shall be provided by the contractor to record all calls/visits. The automated system used shall have standard reports as well as reporting by exception capability. Data collected shall include but is not limited to the following information, and is required by the government: (CDRL A001)

- Log of each call received and action(s) taken
- Log of each visit and action(s) taken
- Total support calls received by category (hardware, software, maintenance, etc.)
- Monthly summary of all activities

### **1.4 ASC/FB-VF AND ASC/YN TRAINING SUPPORT**

1.4.1 The contractor shall provide user-oriented guidelines and aids to ensure optimal use of installed systems. The contractor shall also provide users with guidance on how to use the network and various software and VTC features.

1.4.2 The contractor shall coordinate and assist with hardware and software demonstrations.

1.4.3 The contractor shall communicate small computer technical knowledge to the customers via user meetings, on-line mail, publications, by interface and access to technical references and documents.

### **1.5 ASC/FB-VF AND ASC/YN IMPLEMENTATION SUPPORT**

1.5.1 The contractor shall deploy, configure and maintain all hardware, software, printers, notebooks, computers and PDA devices.

1.5.2 The contractor shall provide computer hardware and software acceptance, installation, and checkout support. This includes developing standard implementation checklists and ensuring customers are fully informed of available support services.

1.5.3 The contractor shall install all Windows operating systems, Microsoft Office Suite, and other Commercial off the Shelf (COTS) and Government off the Shelf (GOTS) computer software as required.

1.5.4 The contractor shall develop and maintain standard procedure checklists for all applicable C-CS support processes.

1.5.5 The contractor shall schedule and maintain a notebook loaner program, including assisting the customer in obtaining WPRAS accounts and managing the Secure-ID cards for remote dial-in access to WPAFB.

## **1.6 ASC/FB-VF AND ASC/YN REQUIREMENTS ANALYSIS AND PROGRAM MANAGEMENT SUPPORT**

1.6.1 The contractor shall identify, analyze, and evaluate the information systems requirements. The contractor shall support the planning process and make computer hardware and software configuration recommendations for Information Technology (IT) strategic planning.

1.6.2 The contractor shall analyze user requirements and recommend the purchase or development, as appropriate, of hardware, system software and application software.

1.6.3 The contractor shall research, evaluate and analyze new hardware and software for possible implementation. The contractor shall review computer systems and customer requirements and recommend optimum solutions while staying within resource or funding constraints. The contractor shall provide written reports of functionality, special features, and case-of-use considerations. (CDRL A002)

1.6.4 The contractor shall provide assistance with the planning and implementation of relocation requirements for all supported organizations.

1.6.5 The contractor shall support ASC/YN peculiar requirement analysis and technical needs.

## **1.7 ASC/FB-VF AND ASC/YN MAINTENANCE/LOGISTICS/HARDWARE/SOFTWARE AND ACCOUNTABILITY SUPPORT (Automated Data Processing Equipment (ADPE))**

1.7.1 The contractor shall assist the government in scheduling and monitoring hardware maintenance work performed by various maintenance contractors. This may include receiving calls for maintenance, troubleshooting the problem, and scheduling maintenance with the appropriate vendor. Additionally, the contractor shall identify, recommend, and develop procedures to ensure supplies are available through coordination with ASC/FB-VF, ASC/YN and the government's supply system.

**1.7.2 OTHER DIRECT COST:** The contractor shall provide inventory/configuration control support in accordance with AFI 23-111, "Centrally Managed Equipment, 19 May 94" by maintaining a database and accomplishing data entry to track applicable hardware, software, and maintenance/warranty coverage. The contractor shall maintain and document the standard operating configuration(s) for all assigned hardware as applicable. The contractor shall report equipment failures and coordinate with appropriate serving agencies or vendors for warranty and/or end user maintenance repairs, and track equipment in database out for repair (including documentation and RMA numbers). The Automated Data Processing Equipment (ADPE) custodian shall maintain current hand receipts. (CDRL A005)

**1.7.3** The contractor shall be responsible for the Equipment Custodian (EC) accounts and could be held negligent if hand receipts are not obtained, inventory is not performed or proper documentation is not maintained. The contractor could be held liable (financially) for the loss or damage of any equipment under their control. The contractor shall notify the government of appointments of primary and alternate task monitors. Contractor employees who have custodial responsibility may incur pecuniary liability for the loss, destruction or damage to property caused by willful misconduct, deliberate unauthorized use, or negligence in the use, care, custody, or safeguard of the property from causes other than fair wear or tear.

**1.7.4** The contractor shall maintain account paperwork for the equipment assigned and shall update the account information with additions, deletions, transfers, turn-in and Report of Surveys

**1.7.5** The contractor shall perform annual inventories and sign for all computer equipment. Losses and irregularities shall be immediately reported to the base Equipment Control Office and the government monitor. The contractor shall abide by all government regulations concerning ADPE equipment.

## **1.8 ASC/FB-VF AND ASC/YN SYSTEM INTERFACE/COMMUNICATION SUPPORT**

**1.8.1** The contractor shall identify, test and analyze computer interface and communication needs for the program offices.

**1.8.2** The contractor shall provide system interface / communications support for new and existing systems as required.

**1.8.3** The contractor shall provide applicable e-mail, LAN, WAN, troubleshooting, administration, and file server software maintenance support. This will require the contractor to interact with other contractors and the 88CG.

## **1.9 ASC/FB-VF AND ASC/YN APPLICATION AND DATABASE SYSTEMS SUPPORT**

**1.9.1** The contractor shall install, upgrade, maintain and support, COTS, GOTS, and Government unique software and systems. As an example, the contractor shall support applicable application systems, which are currently operational (DCPS, TOS (Travel Order System, etc.).

1.9.2 The contractor shall perform systems analysis, application analysis, and database analysis. The contractor shall design, develop, document, and test database applications. The contractor shall migrate the data to new systems.

1.9.3 The contractor shall support SPO, ASC and AFMC mandated systems. The following are some examples: CCRS (Comprehensive Cost and Requirement System), ABSS (Automated Business Service System), Conwrite, and A Portal.

1.9.4 The contractor shall evaluate the functionality of the existing applications and assist system users in identifying and documenting database requirements, including the evaluation and analyses of new hardware/software packages. This shall include both PC, LAN, WAN, Web, mainframe and firewall products.

1.9.5 The contractor shall evaluate and recommend upgrades to installed software and hardware configurations and necessary installations, while maintaining SPO software standards.

#### **1.10 ASC/FB-VF AND ASC/YN INFORMATION PROTECTION AND COMPUTER SECURITY.**

1.10.1 The contractor shall provide information security support for both the classified and unclassified computer systems. The contractor shall recommend computer systems designed to promote data integrity by the use of controlled environments, fault tolerance, and on-hand spares of critical components. The contractor shall maintain the servers and workstations with the latest antiviral software.

1.10.2 The contractor shall support the program Computer Security Manager (CSM) with security violation reports and identify known vulnerabilities in the computer and computer networks. The contractor shall comply with security advisories issued by the Air Force Computer Emergency Response Team (AFCERT), which issues Time Compliance Network Order (TCNO) Management reports to identify known vulnerabilities in computers and computer networks. These include but are not limited to Information Assurance Vulnerability Alerts, Virus notification, Advisory Compliance Messages (ACMs), and Follow-Up Messages. (CIDRL A002)

1.10.2.1 The contractor shall report suspected vulnerabilities and security incidents in accordance with AFSSI 5021 "Communications and Information Vulnerability and Incident Reporting, 15 Aug 96."

1.10.2.2 The contractor shall respond to TCNOs in accordance with AFSSI 5021.

1.10.2.3 The contractor shall implement the countermeasures identified by the advisory within the timeframe specified by the advisory. If the countermeasures cannot be implemented, the contractor shall document the inability and must receive approval from the Designated Approving Authority (see AFI 33-202 "Network and Computer Security, 26 Sep 03") for either an alternative corrective action or to continue operations without the countermeasures. If

alternative corrective action is approved, the contractor shall implement this action within the timeframe specified by the TCNO.

1.10.3 The contractor shall educate network subscribers and customers on the proper use of the hardware and software available to them, provide Security Awareness and Training Education (SATE), maintain test results, and provide necessary reports.

1.10.4 The contractor shall assist the program Designated Approval Authority (DAA) to ensure that all systems and networks meet AF, DoD, and local security requirements for certification and accreditation according to DoD 9510-1 Information Technology Security Certification and Accreditation Process (DITSCAP), 30 Dec 97. This assistance shall consist of, but not be limited to, complete network documentation and diagrams to include server and desktop configurations and network architecture.

1.10.5 The contractor shall monitor, analyze, and track incoming and outgoing traffic and make the necessary reports to the SPO and higher-level command sections.

1.10.6 The contractor shall monitor servers, routers, firewall; and all related cabling, switches, hubs, and peripherals.

1.10.7 The contractor shall request, manage, install, and revoke PKI certificates, on all required workstations and servers.

1.10.8 The contractor shall install the necessary DoD root server certificates (e.g., Common Access Cards to authenticate to a web server) to comply with AF security policies and procedures and support new emerging DoD encryption technologies.

#### **1.11 ASC/FB-VF AND ASC/YN WEB MANAGEMENT**

1.11.1 The contractor shall perform web site development and maintenance for the organizational web pages

1.11.2 The contractor shall provide the customers with a secure but accessible way to create and maintain organizational web pages.

1.11.3 The contractor shall provide technical assistance to customer web page designers and provide guidelines for enhancing existing web pages.

1.11.4 The contractor shall provide design standards and a maintenance system for all web pages while supporting specific AF policies.

1.11.5 The contractor shall administer and support the FB Intranet Web Server to include site administration for restricted area.

1.11.6 The contractor shall maintain, upgrade, backup, and provide life cycle management for Intranet servers.

1.11.7 The contractor shall support ASC/YN peculiar web management needs.

## **1.12 ASC/FB-VF AND ASC/YN LAN AND EMAIL ADMINISTRATION**

1.12.1 The contractor shall add, delete, and disable accounts, reset passwords, grant/decline permissions to network resources, maintain login banners and login scripts, set up directory structures and network print services on the servers according to customer requirements.

1.12.2 The contractor shall configure the servers, monitor disk usage, verify and apply service packs and security patches as necessary, back up data files on a daily basis and overall system files on a weekly basis, provide for offsite storage of tape backups, periodically verify backups, provide for disaster recovery plan, and ensure general system availability. (CDRL A002)

1.12.3 The contractor shall audit customer accounts on all systems, and enforce the organization's in/out processing procedures.

1.12.4 The contractor shall provide email administration (manage WRIGHTPATTERSON accounts) including adding deleting mailboxes, and managing distribution list membership, configuring resources mailboxes, and managing public folder usage.

1.12.5 The contractor shall monitor development of LAN hardware and software and make recommendations leading to the successful integration and implementation.

## **1.13 ASC/ASC/FB-VF AND ASC/YN MEETINGS**

1.13.1 The contractor shall attend and support core and non-core meetings at the direction of the Air Combat SPO, the ASC/VF, and ASC/YN Directors.

1.13.2 The contractor shall cooperate with authorized program personnel or other contractor personnel in scheduling meetings, exchanging data relative to assigned tasks, and in performing authorized tasks.

## **1.14 ASC/FB-VF AND ASC/YN SUPPORT TO OTHER ORGANIZATIONS**

1.14.1 The contractor shall provide above support to all non FMS tenants assigned to ASC/FB-VF and ASC/YN.

1.14.2 The contractor shall segregate and report charges/costs, service calls, hardware/software accountability, periodic activity reports, etc. by organization.

## **1.15 ASC/FB-VF AND ASC/YN SIPRNET SUPPORT**

Secret Internet Protocol Router Network (SIPRNET) is the SECRET portion of DISN via a worldwide backbone router system. The primary method for secret-level network connectivity is via Base secret-level networks, which in turn provide Base Router connectivity to SIPRNET. Subscribers within the DoD and other Government Agencies are able to use the SIPRNET for passing datagrams at the Secret-Not Releasable to Foreign Nationals (SECRET-NOFORN)



classification level. At WPAFB the SIPRNET has been moved from the MAN (metropolitan area network) to the CEN (classified encrypted network).

1.15.1 The contractor shall support all current ( SIPRNET connections, to include the PC(s), and encryption devices.

1.15.2 The contractor shall support all future upgrades and additions to the SIPRNET connections, including new encryption and electronic keying devices.

1.15.3 The contractor shall assist all authorized users in receiving the appropriate SIPRNET/Email account access, password reset, and other assistance as necessary by acting as the liaison between the SPO and the 88 CG.

#### **1.16 ASC/VF ELECTRONIC COLLOCATION SYSTEM (ECS) SUPPORT**

The ECS is a wide area network connecting WPAFB, Warner-Robins AFB, Boeing at St Louis and two other contractor sites and six Air Force sites that provide automation of the electronic submittal and response to engineering change proposals for the F-15 and other collaborative data.

1.16.1 The contractor shall support the SPO ECS by assisting with the management of the WAN link between the F-15 and Boeing and existing communication requirements for the ECS.

1.16.2 The contractor shall manage SPO user accounts that provide access to the various systems connected by the ECS.

1.16.3 The contractor shall support ECS peculiar needs.

#### **1.17 ASC/VF TEAM EAGLE SECURE NETWORK (TESN) SUPPORT**

The Team Eagle secure Network (TESN) is a classified wide area network connecting WPAFB, Warner-Robins AFB, Boeing at St Louis and nine other contractors sites and Air Force sites. The purpose of TESN is to enable F-15 avionics management, development, and test sites to efficiently share and distribute classified F-15 information, Operational Flight Programs (OFPs), OFP development tools, and enable USAF privileged communication. The network currently consists of three data servers located at Boeing and classified at the SECRET level, local area networks (LANs) classified at the SECRET level at each participating site. Motorola Network Encryption Systems (NES) are used at each location for encryption via the Internet and the Defense Information System Network (DISN). TESN information is exchanged over the Internet and the DISN using communication devices called switches, which forward information from one TESN site to its destination site.

1.17.1 The contractor shall manage SPO user accounts and associated equipment that provide access to the system.

1.17.2 The contractor shall support TESN peculiar needs.

## **1.18 ASC/FB J-UCAS (JOINT UNMANNED COMBAT AIR SYSTEM) SECURE NETWORK SUPPORT**

The secure J-UCAS network consists of a server, tape library, 2 printers, and 31 workstations, which are connected locally through a fiber switch. Additionally, secret SAR information is exchanged utilizing a Taclane encryption device via the Internet and the Defense Information System Network (DISN) to and from a central repository located at Eglin AFB. This encrypted channel will be used for collaboration with DARPA and the Navy, and also will be used for viewing real-time streaming test data.

1.18.1 The contractor shall support all current implementations, and future upgrades and additions to the secure network (including new encryption and electronic keying devices), coordinating with SAF/AQ for proper certification.

1.18.2 The contractor shall troubleshoot all local and wide area connections, including coordinating firewall exceptions with the 88 CG IA Office, and shall have appropriate knowledge of the software and hardware to maintain the configuration of the Taclane.

1.18.3 The contractor shall assist all authorized users in receiving the appropriate accounts, password resets, and other assistance as necessary to access the secure network.

1.18.4 The contractor shall maintain all workstations attached to the secure network in accordance with the Standard Operating Procedures as approved by SAF/AQ, to include physical disconnection of removable media devices.

1.18.5 The contractor shall also manage the secure domain and file server, to include security policy management, data backup/protection, DHCP, DNS, and WAN connection configuration to allow successful routing to the data repository at Eglin AFB.

## **1.19 TRAVEL**

1.19.1 The contractor shall provide travel in support of above SOW para 1.6.5.

1.19.2 The contractor shall provide travel in support of above SOW para 1.11.7.

1.19.3 The contractor shall provide travel in support of above SOW para 1.16.3.

1.19.4 The contractor shall provide travel in support of SOW para 1.17.2.

## **1.20 DELIVERABLES AND ACCEPTANCE**

1.20.1 The contractor shall prepare and deliver reports in accordance with Exhibit A.

## 2.0 SERVICE DELIVERY SUMMARY

Performance Objective	SOW para.	Performance Threshold
1. Provide customers with quality service.	1.3.1	Ensure at least 97% of customer feedback ratings are "good" or higher.
2. Provide customers with new user and refresher training on the current computer/VTC technology.	1.4.1	Ensure at least 97% of customer feedback ratings are "good" or higher.
3. Maintain a database system to track the installation and movement of all accountable ADPE and software assigned to ASC/FB and ASC/YN.	1.7.2	Ensure 98% of equipment is recorded and reconcile with the annual ADPE inventory. Software will be reviewed annual with past contracts.
4. Develop Intranet Web Pages According to SPO Guidelines.	1.11.5	Ensure 98% of requested interest items are displayed on the Intranet as required by the government.
5. 100% of all TCNOs are closed out before suspense date assigned or an extension is requested.	1.10.2	100% of all TCNOs are closed out before suspense date assigned or an extension is requested.
6. Perform server (e.g., web, application and database management) administrative functions.	1.8.3, 1.12	Ensure the weekly operational availability of servers is 97% or higher.
7. Deliver CDRLs	1.20.2	CDRL submitted by deadline 100% of the time.

## 3.0 GOVERNMENT FURNISHED PROPERTY AND SERVICES.

The government will provide, without cost to the contractor, the equipment and services identified below. Material and facility space will be provided as indicated in this section. All such equipment and materials shall remain on WPAFB unless an individual(s) in support of a task under this contract signs it out. The government reserves the right to change, alter, and/or modify the facilities. The government will also provide access to the infrastructure and all related network and computer devices, as well as operator consoles, required to perform the work described in this SOW.

**3.1.1 Facilities.** The government will make office space available for contractor operations. The facilities/space allocated to the contractor under this task order shall be adjusted to the level identified in any subsequent approved revised plan. Government facilities have been inspected for compliance with the Occupational Safety and Health Act (OSHA). No hazards have been identified for which work-arounds have been established. Should a hazard be subsequently identified, the government will correct OSHA hazards according to base-wide government developed and approved plans of abatement, taking into account safety and health priorities. A higher priority for correction will not be assigned to the facilities provided hereunder merely because of this contracting initiative. The fact that no such conditions have been identified does not warrant or guarantee that no possible hazard exists, or that work-around procedures will not be necessary or that the facilities as furnished will be adequate to meet the responsibilities of the contractor. The contractor shall return the facilities to the government in the same condition as received, fair wear and tear and approved modifications excepted. These facilities shall be used

for the performance of this task order. The facilities will be shared with government personnel and may be shared with other contractor personnel as well. If deemed necessary by the government, the contractor may be required to relocate to other government-furnished facilities at no additional cost to the government.

**3.1.2 Government Furnished Equipment.** The government will provide required office stations and provide ancillary office furniture such as file cabinets, bookcases, storage cabinets, and tables. Office station is defined as:

- 1 workstation/PC meeting at least the minimum current configuration for ASC/FR/YN SPO
- 1 desk (or systems furniture workstation)
- 1 desk chair
- 1 trash can
- Access to shared printer(s)

**3.2 Automated Data Processing Equipment (ADPE) Inventory.** The contractor shall sign a receipt, AF Form 31 "Computer System Hand Receipt," or substitute form, for all ADPE provided by the government. The contractor and the ADPE Custodian shall jointly determine the working order and condition of all equipment. Items of equipment missing or not in working order shall be reported promptly to the ADPE Custodian. The government will replace or repair missing or damaged items. The contractor shall return all ADPE to the ADPE Custodian upon resignation or end of task order.

**3.3 Government Furnished Materials.** The government will furnish administrative/office supplies required for the performance of this task order to include, but not necessarily be limited to, paper, pens, pencils, ink, markers, paper clips, tape, staples, file cards, folders, computer disks, compact disks (CDs), copier, printer, and fax equipment/supplies (including paper, printer cartridges, and toner).

**3.3.1 Government Furnished Records, Files, Documents, and Work Papers.** The government will furnish those records and documentation related to the systems supported under this task order. All records, files, documents, and work papers provided by the government or generated in support of this contract are government property.

#### **3.4 Government Furnished Software.**

**3.4.1** The government will provide the necessary COTS software maintain and enhance the applications supported under this task order.

**3.4.2** The contractor shall not install software, programs, or applications (including freeware and shareware) on a government computer and/or server not included in the government baseline. The contractor will follow all software vendor-licensing agreements.

**3.4.3 Forms and Publications.** The government will provide forms and publications expressly required to perform the work in the SOW.

## **4.0 GENERAL INFORMATION**

### **4.1 SECURITY**

4.1.1 This is a classified effort. A DD Form 254, "DoD Contract Security Classification Specification," shall apply.

4.1.2 A facility clearance is required; however, storage of classified at the contractor location is not required. All personnel shall be eligible to meet special access program security requirements.

4.1.3 All contractors shall have a secret clearance and a current five-year secret clearance will be required for at least three contractors for computer support of stand alone and classified networks. ASC/YN and the Joint Unmanned Combat Air System (J-UCAS) program require computer support personnel to have Special Access Required (SAR). J-UCAS program will require two contractors to have a Top Secret clearance.

**4.2 INSTALLATION TRAFFIC AND PARKING CODE.** All contractor employees requiring access to Wright-Patterson AFB during the course of their work shall comply with WPAFBI 31-204.

**4.3 DATA PROTECTION AND NON-DISCLOSURES.** The contractor shall comply with the following conditions to ensure the protection and non-disclosure of data stored on systems and transported over networks supported by this task order:

- Protect other contractor's proprietary data (Conflict of Interest clauses)
- Protect classified data (DoD Industrial Security Regulations and DD 254).
- Protect privacy information
- Protect For Official Use Only (FOUO) data

**4.5 QUALITY CONTROL.** Contractor shall develop and maintain a quality program to ensure services are performed in accordance with commonly accepted commercial practices. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. As a minimum, the contractor shall develop quality control procedures that address the areas identified in paragraph 2, Service Delivery Summary. The government evaluator must have a specific quality control inspector to notify in case of customer complaints.

**4.6 QUALITY ASSURANCE.** The government will evaluate the contractor's performance in accordance with the Quality Assurance Surveillance Plan.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION (The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)				1. CLEARANCE AND SAFEGUARDING	
				a. FACILITY CLEARANCE REQUIRED	
				TOP SECRET	
				b. LEVEL OF SAFEGUARDING REQUIRED	
				N/A	
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)	
X	a. PRIME CONTRACT NUMBER F33601-00-D-P001/5095		Comp Date: 30 Nov 01		X
	b. SUBCONTRACT NUMBER				
	c. SOLICITATION OR OTHER NUMBER		DUE DATE (YYYYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT?				NO. If Yes, complete the following:	
Classified material received or generated under F33601-00-D P001/5074 (Preceding Contract Number) is transferred to this follow-on contract.					
5. IS THIS A FINAL DD FORM 254?				NO. If Yes, complete the following:	
In response to the contractor's request dated retention of the classified material is authorized for the period of					
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
RS Information Systems Inc. 1651 Old Meadow Road Suite 300 McLean, VA 22102		OZ4U5		DSS Capital Region 938 Elkridge Landing Rd Ste 300 Linthicum MD 21090	
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
N/A		N/A		N/A	
8. ACTUAL PERFORMANCE					
a. LOCATION		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)	
N/A		N/A		N/A	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT					
Provide communications-computer support for ASC/FB, and ASC/YN.					
10. CONTRACTOR WILL REQUIRE ACCESS TO:					
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		
b. RESTRICTED DATA	X	X	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	YES	NO
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
d. FORMERLY RESTRICTED DATA		X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X
e. INTELLIGENCE INFORMATION		X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		X
(1) Sensitive Compartmented Information (SCI)		X	e. PERFORM SERVICES ONLY		X
(2) Non-SCI		X	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
f. SPECIAL ACCESS INFORMATION	X	X	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		X
g. NATO INFORMATION		X	h. REQUIRE A COMSEC ACCOUNT		X
h. FOREIGN GOVERNMENT INFORMATION		X	i. HAVE TEMPEST REQUIREMENTS		X
i. LIMITED DISSEMINATION INFORMATION		X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
j. FOR OFFICIAL USE ONLY INFORMATION	X		k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X
k. OTHER (Specify)	X		l. OTHER (Specify)	X	
PPP			Notification of Government Security Activity Required. See Addendum		

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (Specify)

ASC/PA  
1865 Fourth St., Suite 15  
WPAFB, OH 45433-6503

**Public release of Special Access Required (SAR) information is NOT authorized.**

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)\* for review.  
\*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

The National Industrial Security Program Operating Manual (NISPOM), Jan 95, applies to this contract.

a. Ref Blk 10a: COMSEC Safeguarding requirements apply. For on base performance, COMSEC is incumbent on the government.

b. Ref Blk 10f: The NISPOM Supplement (NISPOMSUP), 29 Dec 94, and the DoD overprint to the NISPOMSUP, February 1998 and applicable Program Security Directives (PSD) and Security Classification Guides (SCG) applies to this contract for Special Access Requirements.

c. Ref Blk 10j: For Official Use Only (FOUO) applies. See Addendum.

d. Ref Blk 10k: Program Protection Plans (PPP) which are applicable will be provided by the Government activity.

e. Ref Blk 11a: Using activity will provide security classification guidance for performance on this contract. On base performance in support of ASC/FB, and ASC/YN, Bldgs 553 and 556, Area B, WPAFB, OH. If any classified information is generated in the performance of this contract at the SAF/AQ Security approved location, the contractor shall apply derivative classification and markings consistent with the source material.

f. Ref Blk 11i: The Notification of Government Security and Visitor Group Security Agreement Clause applies. See Contract Clause in Section I for details.

g. Functional Area Evaluator (FAE): MSgt Byron M. Patten, ASC/FBIA, (937)904-5808.

h. Functional Area Chief (FAC): Karen Crothers, 88CG/SCXP, (937)255-9471

i. Ref Blk 17i (DISTRIBUTION): 88 SFS/SFAS, SAF/AQ-OL, ASC/FB (Security Manager)

Coordination received from Michael Sayre, AFOSI, Region 7, SAF/AQ-OL, (937) 255-6106 on 17 Nov 03 (skb).

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☒ Yes ☐ No  
(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

Ref Blk 10f: Special Access Requirements/Procedures apply. Guidance for gaining access will be provided by ASC/FB and ASC/YN.

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No  
(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

Ref Blk 11i: DSS is relieved of all security oversight for performance on the installation. For performance on WPAFB, security oversight will be under the cognizance of 88 SFS/SFAS for non-SAR performance and by SAF/AQ Security for SAR performance.

16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL Frieda M. Thornton	b. TITLE Contracting Officer	c. TELEPHONE (Include Area Code) (937)257-2135X4407
--	---------------------------------	--

d. ADDRESS (Include Zip Code)  
ASC/PKWIS, Bldg 1  
1940 Althbrook Dr.  
WPAFB OH 45433 5309

e. SIGNATURE

88SFS/SFAS  
COORDINATION  
PC-ONLY

17. **REQUIRED DISTRIBUTION**

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR   |
| <input checked="" type="checkbox"/> | b. SUBCONTRACTOR  |
| <input type="checkbox"/>            | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR          |
| <input type="checkbox"/>            | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input type="checkbox"/>            | e. ADMINISTRATIVE CONTRACTING OFFICER                             |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY  |

**ADDENDUM TO DD FORM 254 (Block 10j)**  
**FOR OFFICIAL USE ONLY (FOUO)**  
*(Reference DoD Regulation 5400.7/Air Force Supplement, 22 July 1999)*

1. **GENERAL:** FOUO is information that has not been given a security classification pursuant to the criteria of an Executive Order, but which may be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more of the Freedom of Information Act (FOIA) exemptions 2 through 9. Additional information on FOUO may be obtained by contacting the User Agency. FOUO is assigned to information at the time it is created in a DoD Agency or derivatively as instructed in a Security Classification Guide.

2. **MARKING:**

a. FOUO information received (released by a DoD component) should contain the following marking, when received: **THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER FOIA. EXEMPTION(S) \_\_\_\_\_ APPLIES/APPLY.**

b. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any). Each paragraph containing FOUO information shall be marked as such.

c. Within a classified document, an individual page that contains both FOUO and classified information shall be marked at the top and bottom with the highest security classification of information appearing on the page. Individual paragraphs shall be marked at the appropriate classification level, as well as unclassified or FOUO, as appropriate. An individual page that contains FOUO information but no classified information shall be marked "FOR OFFICIAL USE ONLY" at the top and bottom of the page, as well as each paragraph that contains FOUO information. NOTE: For "production efficiency" the entire document may be marked top and bottom with the highest level of classification contained within it, as long as every paragraph is marked to reflect the specific classification of the information it contains.

d. Mark other records, such as computer print outs, photographs, films, tapes, or slides "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

e. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.

3. **DISSEMINATION:** FOUO may be disseminated between officials of DoD Components, DoD contractors, consultants and grantees to conduct official business for DoD. Recipients shall be made aware of the status of such information and transmission shall be by means that preclude unauthorized public disclosure.

4. **TRANSMISSION:** FOUO information shall be transmitted in a manner that prevents disclosure of the contents. When not commingled with classified information, it may be sent via first-class mail or parcel post. Bulky shipments, i.e. testing materials, that otherwise qualify under postal regulations, may be sent by fourth-class mail. FOUO information may also be sent over facsimile equipment; however, when deciding whether to use this means, balance the sensitivity of the records against the risk of disclosure. Consider the location of sending and receiving machines and ensure authorized personnel are available to receive the FOUO information as soon as it is transmitted. Transmittal documents shall call attention to the presence of FOUO attachments. FOUO information may also be sent via e-mail, if it is sent via a system that will prevent unintentional or unauthorized disclosure.

5. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal building security, locked buildings or rooms normally provide adequate after-hours protection. If such protection is not considered adequate, FOUO material shall be stored in locked containers such as file cabinets, desks, or bookcases. *Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.*

6. **DESTRUCTION:** When no longer needed, FOUO information shall be disposed of by any method that will preclude its disclosure to unauthorized individuals.



**ADDENDUM TO DD FORM 254 (Blk 111)**  
**NOTIFICATION OF WPAFB SERVICING SECURITY ACTIVITY**

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH (WPAFB), the Contractor shall provide to 88 SFS/SFAS Bldg 8, 1801 Tenth Street, WPAFB, OH 45433 7625 the following information:

a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;

b. The contract number and military contracting command,

c. The highest classification category of defense information to which Contractor employees will have access;

d. The date Contractor operations will begin on WPAFB OH;

e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

Effective 12 February 2002